

**DETERMINATION AND FINDINGS
FOR
Sole Source Procurement**

Agency: Department of General Services
Caption: GPS Tracking Units and Monitoring Support Service
Contractor: Assured Telematics Inc.

FINDINGS

1. AUTHORIZATION:

D.C. Code Section 2-354.04 and 27 DCMR Chapter 47, Section 4718

2. MINIMUM NEED:

The Department of General Services (“DGS”) has an immediate need to engage services of Assured Telematics Inc. (the “Contractor”) to provide Vehicle and Equipment tracking monitoring and inventory services a requirement for all of DGS fleet and heavy machinery for Fiscal Year 21.

3. ESTIMATED FAIR AND REASONABLE PRICE:

The estimated fair and reasonable price is \$92,116.00

4. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:

In order to maintain the Mayor’s order 2011-46 (*Exhibit A*), DGS needs uninterrupted vehicle and equipment tracking services. DGS has been using a Geotab product that is integrated with Chevin software for real time vehicle and equipment tracking.

A. In order to maintain the Mayor’s order 2011-46, DGS needs electronic uninterrupted vehicle and equipment tracking. Based on market research conducted by the program, Chevon Software integrated with the Geotab product provide DGS with electronic fleet tracking, inventory management and reporting which gives additional management support.

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- B. This combined electronic solution allows DGS to electronically capture, transmit and record inspection, compliance and fleet maintenance data.
- C. Historically, DGS has used Geotab products integrated with Chevin software for real time vehicle global positioning, fleet management and equipment tracking.
- D. Assured Telematics Inc. is the only provider of Geotab integrated with Chevin which provides DGS with specific inventory reports.
- E. Disruption of this service would be costly to DGS.
- F. Contracts and Procurement has reviewed the Contractor's quote and based on previous pricing for similar scale determined the price for the new scale is reasonable.

5. CERTIFICATION BY THE LOGISTICS MANAGER:

I hereby certify that the above findings are true, correct and complete to the best of my knowledge.

Date

Faith D. Scott-Dunson
Logistics Manager
Department of General Services
Logistics Unit

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6. CERTIFICATION BY CONTRACTING OFFICER:

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with Section 404(c) of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code § 2-354.04) and no response was received. I recommend that the Chief Contracting Officer approve the use of the sole source procurement method to meet the District’s minimum need.

Date

Franklin Austin, CPPB, CPM
Contracting Officer

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke a competitive solicitation under either section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

George G. Lewis, CPPO
Chief of Contracts & Procurement