

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

Purchasing Agency: Department of General Services (DGS)
User Agency: Department of Forensic Sciences (DFS)
Caption: A&E Services – Design Services for Tubman ES
Demountable Complex Relocation Project
Proposed Contractor: WALDON STUDIO ARCHITECTS

FINDINGS

1. AUTHORIZATION:

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

2. MINIMUM NEED:

The Department of General Services (DGS) has an immediate need to obtain additional design services to revise the location of the portable classrooms to a location which occupies the northeast quadrant of the existing playground and shall include: updated permit documents for DCRA, updated site utility plan, update Erosion and Sediment Control Plan, plumbing, electrical and Fire Alarm System Design Revisions at Tubman Elementary School.

3. ESTIMATED FAIR AND REASONABLE PRICE:

The estimated fair and reasonable price to provide the required Architectural & Engineering (AE) services is approximately \$12,430.00.

4. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:

On July 18, 2016 DGS and Waldon Studio Architect (“Waldon”) entered into a Purchase Order Agreement and corresponding Purchase Order PO545869 for design services for the relocation of two existing demountable trailer complexes from Murch Elementary School to Harriet Tubman Elementary School located at 3101 13th Street, NW, Washington, DC 20008. During the Design-Construction phase of the project, DCPS initiated the process

of obtaining additional design services as a follow-on to the original project to accomplish the tasks described in Paragraph 2, above.

DCPS still has a need to acquire these additional design services.

It is requested that Waldon, the architecture/engineer firm on record, provide the additional required AE services for the following reasons:

- Waldon possesses a unique knowledge of services required to complete project, which includes as-built conditions, drawings and specifications and permit process.
- Waldon possesses an intimate knowledge of the Tubman project and school layout, there services are required to avoid any schedule impact.
- Waldon maintains the staff with expertise linked to the current project, knowledge of project management, responsiveness, and experience working with general contractor personnel, school staff, and prior work on earlier phases of project.

Waldon has also maintained its Year 2016 pricing to conduct the requested services in this current year 2018.

Based on the above facts, it is in the best interest of the District to authorize Waldon Studio, the A/E of record for the additional Design Services described on Paragraph 2 above for the reconfiguration/renovation of Tubman Elementary School Demountable Complex Relocation of trailers. This will ensure that the construction documents are compatible with the existing recommendations and construction work is completed correctly, expeditiously, and in a cost effective manner.

5. CERTIFICATION BY THE CHIEF PROJECT DELIVERY OFFICER OF CAPITAL CONSTRUCTION SERVICES:

I hereby certify that the above findings are correct and complete.

Date

Michael Jelen
Chief Project Delivery Officer
Capital Construction

6. CERTIFICATION BY THE CONTRACTING OFFICER

I have reviewed the above findings and certify that they are sufficient to justify the use of the single available source method of procurement under the cited authority. I certify that the notice of intent to award a sole source procurement action was published in accordance with 27 DCMR 4718 and that no response was received. I recommend that the Department

of General Services, Associate Director/ Chief Contracting Officer approve the use of the sole source procurement method for this proposed procurement action.

Date

Franklin Austin
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 the competitive solicitation process 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
Associate Director/Chief Contracting Officer