

**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL SERVICES**



Contracts & Procurement

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE EXTENSION OF A COMPETITIVELY AWARDED CONTRACT  
BEYOND FIVE YEARS**

**Agency:** Department of General Services

**Contract No.:** DCAM-14-NC-0099B

**Caption:** Consolidated Maintenance Services at One Judiciary Square Building

**Contractor:** Spectrum Management, LLC

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Official Code §2-354.04, 27 DCMR Chapter 13 1304.1, 1700, 1701, 2005.2(b)

**2. MINIMUM NEED:**

The Department of General Services (“DGS” or the “Department”), on behalf of Facilities Management Division (“FMD”), has an immediate need for the current contractor, Spectrum Management, LLC (“Spectrum” or “Contractor”) to continue providing Consolidated Maintenance Services at One Judiciary Square Building (“OJS Building”) for an additional 97-days until the Department anticipates award of a new contract. This additional 97-day extension will assure the avoidance of disruption of services during the preceding period while a new solicitation for these services is procured following major scope change and budget restraints.

**3. ESTIMATED FAIR AND REASONABLE PRICE:**

The estimated fair and reasonable price for the 97-day sole source contract extension is Eight Hundred Seventy-Seven Thousand Fifty-Two Dollars and ninety-three cents (\$877,052.93) for Basic Services, and Seventy-Five Thousand Dollars and zero cents (\$75,000.00) for cost reimbursement, for a Total Not-to-Exceed amount of Nine Hundred Fifty-Two Thousand Fifty-Two Dollars and ninety-three cents (\$952,052.93).

**4. FACTS WHICH JUSTIFY A SOLE SOURCE EXTENSION OF CONTRACT:**

It is the mission of DGS to provide first rate maintenance at District government facilities and to ensure a safe environment for the citizens, employees and visitors of the District of Columbia. The purpose of this sole source contract extension is to prevent an imminent threat to health, welfare, property and safety and serious disruption in agency operations to the OJS Building.

1. On August 26, 2014, the Contractor, Spectrum, was awarded the contract to provide consolidated maintenance services at the OJS Building, which houses the offices of prominent municipal government agencies such as the D.C. Board of Elections and Ethics, the District of Columbia State Board of Education, the Office of the D.C. Attorney General, and the D.C. Office of Zoning.
2. The Department has determined that it is in the best interest of the District to extend the current contract with Spectrum from August 26, 2019 through November 30, 2019, to continue providing consolidated maintenance services at OJS Building as defined under the original contractual agreement.
3. The Department is in the process of conducting major scope changes to the solicitation due to budget restraints. It is the intent of the Department to issue a new solicitation within the next 30 days upon confirmation of funding.
4. The incumbent that is currently providing consolidated maintenance services at OJS Building is vital to the District and this service must be continued without interruption.
5. The incumbent is the most advantageous to the District to provide this service. This is a continuation of service against the current contract DCAM-14-NC-0099B with a 5% increase in monthly costs for basic services and hourly rates for reimbursable services.
6. The current contractor is providing satisfactory services and is uniquely positioned to ensure continuity of services.
7. A sole source contract extension is the most advantageous method to minimize disruption to overall facility operations; it ensures a continuation of service while the District prepares and finalizes a solicitation for competition and awards a multi-year contract upon Council approval.

**5. CERTIFICATION BY FACILITIES MANAGEMENT DEPUTY DIRECTOR:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Donny Gonzalez | Deputy Director

**6. CERTIFICATION BY CONTRACTING OFFICER OF GOODS AND SERVICES:**

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 27 DCMR 1304 and that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

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Date

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Kimberly Gray  
Contracting Officer | Goods and Services**7. CERTIFICATION BY CHIEF OF CONTRACTS AND PROCUREMENT:**

Based on the above findings and in accordance with the cited authority, I hereby determine and certify that they are sufficient to justify the use of the sole source method of procurement under D.C. Official Code §2-354.04, 27 DCMR Chapter 13 1304.1, 1700, 1701, 2005.2(b). I further certify that it is not feasible nor practical to invoke the competitive sealed proposal process under Section 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code § 2-354.04). Accordingly, 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 Action of 2010 (D.C. Official Code § 2-354-04). In conclusion I determined that the District is justified in using the sole source procurement method for this proposed contract.

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Date

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George. G. Lewis, CPPO  
Chief of Contracts & Procurement