

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



ADMINISTRATIVE ISSUANCE

Administrative Order No.: 2017- 007

Date: August 18, 2017

Subject: Delegation of Contracting Authority to Franklin Austin, Supervisory Contracting Officer

Originator: Greer Johnson Gillis, Director

Distribution: All DGS Employees

Expiration Date: Until Rescinded

Pursuant to the Department of General Services' procurement regulations (See 27 DCMR 4703, *Delegation of Authority to Contracting Officers*), I, Greer Johnson Gillis, in my capacity as Director and Chief Contracting Officer of the Department of General Services (the "Department" or "DGS") hereby delegate to Franklin Austin, in his capacity as Supervisory Contracting Officer within DGS' Contracts and Procurement Division, the following authority:

1. Mr. Austin is hereby appointed to serve as a contracting officer for DGS and shall have the authority to:
 - a. Award and execute contracts up to Twenty Million Dollars (\$20,000,000.00);
 - b. Execute change orders or other contract modifications and issue directives valued at \$250,000;
 - c. Execute and issue notices to proceed, award letters and other such documents pursuant to contract awards made in accordance with the authority conferred by this delegation or that have been approved by the Chief Contracting Officer;
 - d. Execute and issue terminations for default;
 - e. Execute and issue terminations for convenience;
 - f. Respond to claims by contractors and assert the claims of the Department against contractors; and

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- g. Settle disputes with contractors.
2. Before executing any contracts, change orders, contract modifications or directives that authorize new funds, Mr. Austin shall obtain written confirmation from the Department's Agency Fiscal Officer that adequate appropriated funds are available for such action.
3. Mr. Austin shall also have the authority to create Purchase Orders through DGS' PASS/SOAR system in order to support contractual obligations of DGS. For the avoidance of doubt, it is understood that Mr. Austin shall have the authority to create Purchase Orders through DGS' PASS/SOAR system in order to support contractual obligations made by any duly authorized contracting officer of DGS, including, but not limited to the Chief Contracting Officer.

This delegation shall be effective immediately, and the authority granted hereby shall continue until rescinded.

By:

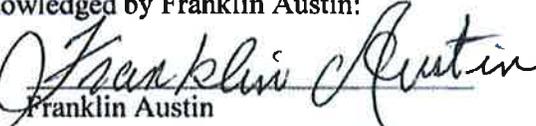

Greer Johnson Gillis, Director
Department of General Services

Date:

8/22/2017

Acknowledged by Franklin Austin:

By:


Franklin Austin
Supervisory Contracting Officer

Date:

8/23/2017