

**DETERMINATION AND FINDINGS
FOR A
SOLE SOURCE PROCUREMENT**

CONTRACT NO: RQ758194
CAPTION: Purchase of Gift Cards
PROPOSED CONTRACTOR: America Signature Furniture
PROGRAM AGENCY: DHS, Strong Family Program Division

FINDINGS

1. AUTHORIZATION:

D.C. Official Code §2-354.04, 27 DCMR 1304 and 1702

2. MINIMUM NEED:

Gifts cards will be made available for the outreach services needed to assist emergency victims of the District of Columbia who are in need of services from fire, homelessness, condemned building, power failure/outage and any other emergency that the Mayor's Office and DHS Director's Office consider for the Strong Families Program to be made available for the outreach services needed to assist emergency victims of the District of Columbia who are in need of services from fire, homelessness, condemned building, power failure outage and any other emergency that the Mayor's Office and DHS Director's Office consider for the Strong Families Program to give assistance.

3. ESTIMATED REASONABLE PRICE:

The estimated reasonable cost is \$20,000.00

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

Due to the reoccurring nature of the unexpected need, the imminent threat to the public health and welfare in terms of being homeless, power failure/outage, and fire requires immediate procurement action to limit the harm the public might suffer. Supplier is one of the well reputable retain chains in Metropolitan Washington, DC Area. Also, close proximity for the district residents in times of unexpected events, etc.

There is no need for competition as gift cards are purchased from each of the area's major department store providers, to include Target, with the exclusion of Kmart, as it is a subsidiary of Sears. Prices are comparable to market research findings and previous purchase orders.

There has already been proven successful history of providing items necessary to support the Mission of SFPD and pricing has been deemed fair and reasonable for more than six years.

Therefore, it is in the best interest of the District to award a sole source contract to American Signature Furniture, DBA Value City Furniture to procure the necessary gift cards for the incentive for people to seek treatment.

5. CERTIFICATION BY AGENCY HEAD:

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

Date

Fred Swann
DHS, Administrator, Family Services

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 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.

Date

John R. Dean
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

James D. Staton, Jr.
Chief Procurement Officer