

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

CONTRACT NO:

CAPTION: Maintenance, Repair and Replacement of Way Finding and Heritage Trail Signs

PROPOSED CONTRACTOR: Gelberg Signs

PROGRAM AGENCY: District Department of Transportation

FINDINGS

1. AUTHORIZATION:

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

2. MINIMUM NEED:

The District Department of Transportation (DDOT), Field Operations Division (FOD) requires a contractor to provide maintenance, repair or replacement of the Way Finding and Heritage Trail signs, located throughout the District of Columbia.

3. ESTIMATED REASONABLE PRICE:

\$17,100

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

- A.** DDOT is responsible for the maintenance of the various signs, which are installed on District Property on behalf of the Cultural Tourism DC organization by Gelberg Signs. Prior to installation, Cultural DC submits specifications and standards for the signs to DDOT for approval. Once approved, Gelberg is issued a work order by Cultural DC to install the requested sign. DDOT then performs the final inspection of the installation and attains taking ownership of the installed signs.
- B.** Given their role as the sole installation vendor of these signs for more than twelve (12) years, there is no other vendor with the knowledge and equipment necessary to properly maintain the signs and the fact that the Way-Finding and Heritage Trail signs are specialty signs which requires a completely different skill set to install, repair and maintain than that of installing regular traffic control signs.

5. CERTIFICATION BY AGENCY HEAD:

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

Date

Terry Bellamy
Director, District Department of Transportation

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

Courtney Lattimore
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