

DETERMINATION AND FINDINGS
FOR
SOLE SOURCE EXTENSION OF CONTRACT

Agency: Department of Corrections (DOC)
Contract No.: CW18182
Caption: Commissary Services
Contractor: CENTRIC GRP LLC/KEEFE SUP COMP

Findings

1. Authorization

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700, 1701 and 2005.6(b)

2. Minimum Need

The Office of Contracting and Procurement, on behalf of the Department of Corrections is seeking to extend the current contract with Centric GRP LLC/KEEFE SUPPLY COMPANY to manage and operate Commissary functions to avoid a disruption in services.

3. Estimated Fair and Reasonable Cost

The estimated fair and reasonable price to provide the required services for the period January 1, 2015 through July 31, 2015 is \$630,987.00, based on current contract unit pricing and projected volume of transactions.

4. Facts that Justify a Sole Source Procurement

- A. The current contract expires on December 31, 2014.
- B. The District of Columbia Department of Corrections (DOC) provides public safety by ensuring the safe, secure and humane confinement of male and female pretrial detainees, sentenced misdemeanants and short term sentenced felons, as well as sentenced felons pending transfer to federal institutions. The DOC is guided by principles of a professional and orderly custodial environment that provides for the basic needs and safety of inmates. DOC provides all inmate commissaries so they can purchase approved items that are not furnished by the facility.
- C. Centric Grp LLC/Keefe Supply Company is currently providing satisfactory services for the required commissary services and is uniquely positioned to ensure continuity of services.

- D. The Office of Contracting and Procurement expects to award a new contract for these services on or before January 1, 2015.
- E. A sole source extension is the most advantageous method of fulfilling the District's need until a WSCA/NASPO cooperative agreement is awarded. A market survey was not conducted because Centric Grp LLC/Keefe Supply Company has agreed to continue services based on existing contract pricing.

5. CERTIFICATION BY THE AGENCY HEAD:

I hereby certify that the findings set forth above are true, correct, and complete to the best of my knowledge and that the proposed contract extension is in the best interest of the District of Columbia.

Thomas Faust
Director
Department of Corrections

Date

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 27 DCMR 1304, 1700, 1701 and 2005.6(b). 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 Act of 2010 (D.C. Official Code §2-354.04). I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Deborah J. White
Contracting Officer
Office of Contracting and Procurement

Date

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.

James D. Staton, Jr.
Chief Procurement Officer
Office of Contracting and Procurement

Date