



GOVERNMENT OF THE DISTRICT OF COLUMBIA  
D.C. COMMISSION ON THE ARTS AND HUMANITIES

DETERMINATION AND FINDINGS FOR A SOLE SOURCE PROCUREMENT

<b>CONTRACT NO:</b>
<b>CAPTION:</b>
<b>PROPOSED CONTRACTOR: General Manager for Lincoln Theatre</b>
<b>PROGRAM AGENCY: DC Commission on the Arts and Humanities</b>
<b>AUTHORIZATION: D.C. Official Code §2-354.04, 27 DCMR 1304 and 1700</b>

**1. MINIMUM NEED:**

In November 2008, the Lincoln Theatre re-entered into a legal agreement with the District of Columbia Government. As one of Washington's iconic historical venues, the theater was restored to its original 1920s splendor through collaborative efforts of public and private organizations and individuals. The Mayor has entrusted the DC Commission on the Arts and Humanities (DCCAH) with the oversight of the Lincoln Theater in order to create a sustainable business model for the city-owned venue. An essential part of the process of making the theater sustainable is employing a general manager to run the daily operations, book performances, work with existing technical staff and communicate with the DCCAH.

**2. ESTIMATED REASONABLE PRICE:**

\$90,000 annually pro-rated

**3. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:**

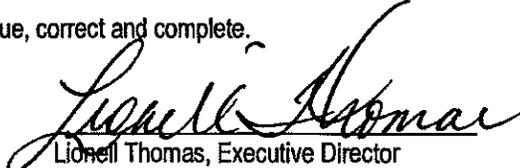
Mayor Vincent C. Gray announced the DC Commission on the Arts and Humanities (DCCAH) had been delegated oversight authority of the Lincoln Theatre on January 1, 2012. DC Commission on the Arts and Humanities was charged with the responsibility to continue daily to operations until full action plan is put into place. DCCAH is working with DMPED and DGS to create a request for proposal from prospective, qualified management firms to privately manage, market, staff and maintain the Lincoln Theatre by December 15, 2012. Until then, the Lincoln Theatre must continue to operate the theater with until new plan is approved.

Darlene Brown would be the only sole source available to provide these services because of her tenure at the Lincoln Theatre under the direction of U Street Foundation. She is fully knowledgeable of the day-to-day operation to running the theatre, which is needed during this interim period and lacking with existing DCCAH staff. Ms. Brown's experience in running theatre over the past 15 years is invaluable to the continuity of operations under the Mayor's vision for stabilizing ongoing programming and financial sustainability. For this reason, Ms. Brown is the most viable candidate to assume this responsibility, given the task at hand.

**4. CERTIFICATION BY AGENCY HEAD**

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

8/14/12  
Date

  
Lionel Thomas, Executive Director

**5. 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 Section 404(c) of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code §2-354.04) and that [no response was received] [the response received was rejected because \_\_\_\_\_]. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

\_\_\_\_\_  
Date

\_\_\_\_\_  
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