

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

<b>USING AGENCY:</b>	Department of Corrections (DOC)
<b>CONTRACTING AGENCY:</b>	Office of Contracting and Procurement
<b>CONTRACT NO.:</b>	DCFL-2013-C-7002
<b>CAPTION:</b>	Pre-Release Community Correctional (Halfway Houses)
<b>CONTRACTOR:</b>	Reynolds & Associates, LLC

**FINDINGS**

**1. AUTHORIZATION**

D.C. Official Code §2-354.04, 27 DCMR 27 Sections 1304.2, 1305.1 and 1701

**2. MINIMUM NEED**

The Department of Corrections (DOC) has an immediate need for a contractor to provide continuing, non-interrupted, pre-release, community correctional (halfway houses) services to residents held under authority of any United States or District of Columbia statute, or any other lawful authority entrusted to DOC regarding persons housed in facilities operated, managed, owned/leased and maintained by the District. The services are required until such a time as the DOC completes its new requirement to be awarded through the competitive process. Reynolds & Associates, LLC currently provides these services under one of four competitively awarded contract. The existing contract with Reynolds & Associates, LLC expires June 30, 2013.

Period of Performance will be from July1, 2013 through June 30, 2014.

**3. ESTIMATED REASONABLE PRICE**

The estimated fair and reasonable price for the proposed contract award is Nine Hundred Sixty Thousand, Nine Hundred Sixty Five, \$960,965.00 and is based upon option year four (4) pricing for the current contract with Reynolds & Associates, LLC

**4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT**

1. There is a continual need for pre-release, community correctional (halfway houses) services.
2. The interruption of these critical/vital services could endanger the safety and welfare of the District residents and general District public at large.

3. Reynolds & Associates, LLC is currently one of four incumbents contracted to provide these services and, per agency representatives Contact Administrators (CA) has performed the services in a satisfactory manner over the past five (5) years.
4. The Sole Source Contact award of the pre-release, community correctional (halfway houses) services would create continuity and the DOC would avoid any interruption in services while the agency develops new requirements.
5. The incumbent's price for the services during the proposed awarded period remain the same as the established fixed unit rates awarded under option year four (4). The District shall experience no increase in cost.
6. The award of these critical services to Reynolds & Associates, LLC is in the best interest of the District.

**5. CERTIFICATION BY AGENCY HEAD OR DESIGNEE**

I hereby certify that the above findings are correct and complete to the best of my knowledge and belief.

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Thomas Faust  
Director  
Department of Corrections

**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 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.

\_\_\_\_\_  
Callie Byrd-Williams  
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 D.C. Official Code § 2-354.04. Accordingly, I determine that the District is justified in awarding the Sole Source contract to Reynolds & Associates, LLC.

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

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Date