

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE CONTRACT EXTENSION**

**Program Agency:** Office of Contracting and Procurement (OCP)  
**Contract No:** DCPO-2008-E-2113  
**Caption:** Clothing and Linen  
**Proposed Contractor:** American Supply Company

**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 (The District) needs the current Contractor to continue to provide jump suits, coveralls, disposable shirts and pants of aggregate award groups I and IV of contract No. DCPO-2008-E-2113, to be used by various agencies within the District of Columbia Government until a new contract is awarded through competitive solicitation. The period of performance is from October 1, 2013 through March 31, 2014.

**3. ESTIMATED REASONABLE PRICE:**

The estimated reasonable cost is \$427,685.00.

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

- A.** The current contract expires on Sept 30, 2013, and OCP needs to extend the current contract to have sufficient time to complete and award a new competitive contract.
- B.** On August 16, 2013, a contract extension letter was sent to the Contractor for six months of continued service under the current contract rates listed in latest price schedule for the existing contract. The Contractor concurred to the extension letter on August 16, 2013.
- C.** The Contractor agreed to provide clothing and linen at the current rates listed in the latest pricing arrangements for the existing contract. A contract modification will be issued to extend the current contract.
- D.** Various agencies within the District of Columbia Government have a need for uninterrupted supply of clothing and linen until a new contract is awarded. The District is in the acquisition planning stage of consolidating requirements to develop a new solicitation.

- E. American Supply Company has been supplying clothing and line to various agencies within the District of Columbia Government since 2004. The extension of this current contract is the only option now to ensure uninterrupted supply of clothing and linen to the agencies. The District requires continuity of the supply of these items as required by the agencies until a new competitive contract is awarded.
- F. Public Notice of OCP's intent to award a sole source contract was posted to our website for 10 calendar days pursuant to the requirements of OCP Policy 3000. The new posting was submitted to OCP's website on August 19, 2013.

**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

\_\_\_\_\_  
Shafiq R. Choudhary CPM, CPPB  
Contracting Officer

**7. CERTIFICATION BY COMMODITY MANAGER:**

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

\_\_\_\_\_  
Angela Turner  
Commodity Manager

**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 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