

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

REQUISITION NO: RQ910110
CAPTION: Build out Services for Modular Furniture
PROPOSED CONTRACTOR: Anacostia Management Company
PROGRAM AGENCY: Department of Housing and Community Development

FINDINGS

1. AUTHORIZATION:

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

2. MINIMUM NEED:

The District of Columbia Office of Contracting and Procurement (OCP) on behalf of Department of Housing and Community Development (DHCD) (the “District”) is seeking a Contractor to perform installation of additional electrical services, needed for newly installed Modular Furniture for DHCD. The Contractor will furnish and install dedicated circuits, circuit breakers, and terminate circuit modular workstations and panel boards including troubleshooting panels. Make repairs to lighting and trace Modular Offices electrical upgrades, including circuits and pulling new duplicators for system. Install new panels; install new transformer for new panels, run duplicator circuit for new modular furniture on 2nd and 3rd, floors. The Contractor will trace circuits on all floors, provide labor, supervision, material and equipment to furnish and install electrical work, install additional sprinkler heads needed for new modular offices on 2nd and 3rd floors.

3. ESTIMATED REASONABLE PRICE:

The estimated reasonable cost is \$100,000.00.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

The District of Columbia Office of Contracting and Procurement on behalf of Department of Housing and Community Development has minimum requirements to procure installation of additional electrical dedicated circuits, circuit breakers, panel boards, upgrades circuits, pulling new duplicators, install new panels and new transformer for new panels, run duplicator circuit for new modular furniture, install additional sprinkler heads needed for new modular offices on 2nd and 3rd floors.

Anacostia Management Company is the owner of 1800 Martin Luther King, Jr. Ave., S.E. Washington, DC 20020, which is leased by the District of Columbia Department of Housing and Community Development. In accordance with the Clause 8 of the Lease Agreement, the landlord is the only entity to expand the premises of the tenant.

No market research was conducted since Anacostia Management Company is the lease holder and in accordance with the lease, Anacostia Management Company is the only entity to expand the premises.

Public Notice of OCP's intent to award a sole source contract was posted to our website for ten (10) calendar days pursuant to the requirements of D.C. Official Code §2-354.04 . The new posting was submitted to OCP's website on November 10, 2015.

5. CERTIFICATION BY AGENCY HEAD:

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

Date

Mary R. (Polly) Donaldson, Director,
Department of Housing and Community Development

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

Heather Reynolds
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

George A. Schutter
Chief Procurement Officer
Office of Contracting and Procurement