

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

**AGENCY:** Office of the Chief Medical Examiner  
**CONTRACT NO:** RQ747373  
**CAPTION:** Preventative Maintenance and Repair  
**PROPOSED CONTRACTOR:** Nova Biomedical

**FINDINGS**

**1. AUTHORIZATION:**

D.C Official Code 2-303.05 (a) (1), 27 DCMR 1702.3

**2. MINIMUM NEED:**

The Office of the Chief Medical Examiner is seeking a Contractor to provide preventative maintenance and repair solutions for the Toxicology Laboratory's electrolyte screening analytical equipment.

**3. ESTIMATE REASONABLE PRICE:**

The estimated reasonable cost of the contract is \$5,520.00.

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

Nova Biomedical the only factory authorized servicing company in North America. Nova Biomedical train all Nova Biomedical Field Support engineers to repair, train and install Nova Biomedical products. Only current Nova Biomedical employees are authorized by Nova to service these instruments.

In addition, this requirement was posted on the OCP website for Notice of Intent to Award Sole Source Contracts for ten (10) days. However, no response was received from vendors.

Given this, it is the best interest of the District to continue maintenance and repair service with Nova Biomedical.

**5. CERTIFICATION BY AGENCY HEAD:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Marie-Lydie Y. Pierre-Louis  
Chief Medical Examiner

**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 sole source notice of Intent to Award a Sole Source Contract was posted on the OCP website and no valid responses were received regarding the posting. I recommend that the Assistant Director of Procurement approve the use of the sole source procurement method for this proposed contract.

\_\_\_\_\_  
Date

\_\_\_\_\_  
John. R. Dean  
Contracting Officer

**DERTERMINATION**

Based on the above findings and in accordance with the cited authority, I hereby determine that it not feasible or practical to invoke the competitive bedding process under /section 303 of the District of Columbia Procurement Act of 1985 (D.C. Law 6-85: DC Office Code 2-303.03). Accordingly, I determined that the District is justified in using the sole source method of procurement.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Courtney Lattimore  
Commodity Manager