

**DETERMINATION AND FINDINGS FOR
SINGLE AVAILABLE SOURCE PROCUREMENT**

Agency: Child and Family Services Agency
Caption: Conference Room modification
Contractor: Rand Construction Corporation (Rand)
Contract Number: DCRL-2014-R-0055
Expiration: January 18, 2014

FINDINGS

1. AUTHORIZATION:

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

2. MINIMUM NEED:

The Government of the District of Columbia, Child and Family Services Agency (CFSA), has the following minimum need:
Soundproofing of the conference room by upgrading the glass and additional door frames to accommodate the fair hearing room situated by the conference room.

3. ESTIMATED FAIR AND REASONABLE COST:

\$14,100.00

4. FACTS WHICH JUSTIFY A SINGLE AVAILABLE SOURCE PROCUREMENT:

Rand is responsible for the Tenant Improvement Construction under contracts with the Developer. Rand has already performed the reconfiguration of the rooms to create the conference room at CFSA and is responsible for the Tenant Improvement Construction as well as providing post LEED Commissioning and Building Management System Operating/Monitoring services. There is minor additional work is needed for the conference room consisting of soundproofing and configuration of the fair hearing room situated in this area. A market survey was not conducted as the services consist of additional requirements to the original work performed by the contractor.

5. CERTIFICATION BY AGENCY HEAD:

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

Date

Brenda Donald
Director
Child and Family Services Agency

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.

Date

Tara Sigamoni
Agency Chief 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 bidding process under Section 402 of the Procurement Practices Reform Act of 2010, effective April 8, 2011 (D.C. Law 18-371; D.C. Official Code § 2-354.02). I further find that the contractor listed above is the only available source that can meet the District’s minimum needs. Accordingly, I determine that the District is justified in using the sole source method of procurement.

Tara Sigamoni
Agency Chief Contracting Officer

Date