

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

PROGRAM AGENCY: Department of Corrections (DOC)
CONTRACT NO: CW17235
CAPTION: Laundry Services
PROPOSED CONTRACTOR: Virginia Correctional Enterprises

FINDINGS

1. AUTHORIZATION:

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700, 1701 and 2005.2(b)

2. MINIMUM NEED:

The Department of Columbia Office of Contracting and Procurement (OCP), on behalf of the Department of Corrections (DOC) (the “District”) has a continuing need for a contractor to provide comprehensive off-site laundry services for an average daily population of up to 2164 inmates at the Central Detention Facility (CDF) located at 1901 D Street, SE, Washington, DC 20003. The service provider will pick up sorted dirty laundry such as linens, blankets, towels, jumpsuits, and personal items from the facility and deliver cleaned and sanitized, folded items; pickup and delivery of a pre-defined schedule for five (5) days a week.

3. ESTIMATED REASONABLE PRICE:

The estimated fair and reasonable price to provide the required services for the period of October 1, 2015 through December 31, 2015 is \$160,000.00.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

- A. The Inmate Reception Center (IRC) is the centralized point of entry and exit for male and female inmates remanded to the custody of the DOC. The new Center facilitates the timely movement of incoming and outgoing inmates through a “one stop” service delivery model. The co-location of functions, including the required front- and back-end records review and identification processing, case management, and medical triage.
- B. Located at the IRC is the laundry facility which will be run by inmates and managed by a contractor upon award of a new contract. Though the IRC had a grand opening

in 2015, the laundry room is still under construction. Virginia Correctional Enterprises was awarded the laundry contract through the competitive process in 2012 and has continued to provide this service.

- C. DOC anticipated with the completion of the construction of the IRC, the laundry facility would be completed as well; therefore, a Request for Information (RFI) was issued and used as the primary source for market research to prepare for the procurement of these services. Two (2) offerors responded to the RFI. However, the procurement process has been halted until construction of the laundry facility is completed.
- D. DOC requires a continuity of these services which is important in regards to the health and safety as it pertains to the welfare of the inmate population; therefore, Virginia Correctional Enterprises is uniquely positioned to ensure continuity of these services and will continue providing these services until the laundry facility is complete, at which time a new contract will be awarded. It is anticipated that the completion of the construction and opening of the laundry facility will not take place until early 2016.
- E. A sole source extension is in the best interest of the District and is the most advantageous method of fulfilling the District's need while awaiting the completion of the construction of the laundry facility and the completion of the competitive procurement process. Virginia Correctional Enterprises has agreed to continue services based on the existing contract pricing.

5. CERTIFICATION BY AGENCY HEAD:

I hereby certify that the above findings are true, correct and complete to the best of my knowledge and that the proposed contract extension is in the best interest of the District of Columbia.

Date

Thomas Faust
Director
DC 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 27 DCMR 1304, 1700, 1701 and 2005.2(b). I certify that the notice of intent to award a sole source contract was published in accordance with Section 404(c) of the District of Columbia Procurement Practices Reform Act of 2010 (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.

Date

Deborah J. White
Contracting Officer
Office of Contracting and Procurement

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

