

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

CONTRACT NO: CW17745
CAPTION: Fuel Management System Upgrade
PROPOSED CONTRACTOR: E.J. Ward, Inc.
PROGRAM AGENCY: Department of Public Works,
Fleet Management Administration

FINDINGS

1. AUTHORIZATION:

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

2. MINIMUM NEED:

The Department of Public Works, Fleet management Administration (FMA) has a need to upgrade its current fuel management system in order to improve reporting and monitoring capabilities.

3. ESTIMATED REASONABLE PRICE:

\$259,820.00

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

- A.** The upgraded management system must be compatible with the existing equipment in the vehicles. The District current utilizes E.J.Ward, Inc. equipment in its fleet. Based on a cost analysis conducted by the program agency, using another vendor other than E.J.Ward, Inc. for the upgrade is cost prohibitive.
- B.** E.J.Ward's fuel management system is the only system compatible with the E.J. Ward equipment and terminals. See attached letter from the program manager.

5. CERTIFICATION BY AGENCY HEAD:

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

Date

Director, [Insert 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] [the response received was rejected because _____]. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Date

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

James D. Staton, Jr.
Chief Procurement Officer



Date: 9/5/12

From: Ryan Frasier, Fuel Management Officer, FMA

RE: Sole Source Justification, EJ Ward Terminal Upgrade

Fuel management systems are used to monitor, control, and maintain fuel consumption for large fleets by automatically allowing, restricting, and reporting on the fueling of vehicles. DPW uses the EJ Ward fuel management system at all 11 fueling facilities and has equipped associated parts on all DC agency vehicles. The EJ Ward fuel management system is only compatible with EJ Ward equipment and terminals. Therefore EJ Ward is the only available source to provide DPW with the required fuel control terminals in order to upgrade to the Ward 4 Fuel Management System that will give DPW the ability to have better fuel reporting capabilities, reprogrammable canceivers, vehicle GPS, speeding notifications, and many other features.

Other vendors do offer systems similar to the EJ Ward fuel management system however they would require a complete replacement of software and vehicle equipment in addition to the terminal replacements. The current numbers of active vehicle equipment are; 3192 EJ Ward canceivers at a price of approximately \$350 each, and 3556 fuel keys at \$7 each for a total investment of \$1,142,092. Replacing this vehicle equipment would cost over 4 times the cost of the EJ Ward terminal upgrades. For these reasons a market survey was not conducted and potential sources were not contacted.


Ryan Frasier
Fuel Management Officer, DPW FMA