

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

PROGRAM AGENCY: District Department of Transportation

CONTRACT NO: DCKA-2019-C-0034

PROPOSED CONTRACTOR: Conduent State & Local Solutions, Inc.

CAPTION: Citywide Parking Meter Asset Management Services

FINDINGS

1. AUTHORIZATION:

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

2. MINIMUM NEED:

The District of Columbia Office of Contracting and Procurement (“OCP”), on behalf of the District Department of Transportation (“DDOT”) (the “District”) has an ongoing need for parking meter construction and maintenance, meter equipment, meter revenue collections, and parking meter management services (“Asset Management Services”) until December 19, 2019. This determination and finding presents the facts and justifications for award of a sole source contract to Conduent with a 12-month period of performance.

3. ESTIMATED REASONABLE PRICE:

The estimated fair and reasonable price is \$9,840,393.00.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

On December 20, 2018 the District entered into a letter contract with Conduent State & Local Solutions, Inc. (“Conduent”) for it to provide parking meter construction and maintenance, meter equipment, meter revenue collections, and parking meter management services for 11,000 parking meter assets across the District. These Asset Management Services are the second highest non-tax based revenue generator for the District, generating approximately \$462,000 in weekly revenue. In the absence of ongoing Asset Management Services, District residents and visitors will be unable to pay for parking at many locations, the District will be unable to collect parking revenue, and all parking meter maintenance and repairs would be suspended.

A primary goal of the District's follow-on contract is to increase the satisfaction of the user experience and expand the technologies available to administer Asset Management Services. Due to a sudden, rapid, and recent increase in demand for efficient electronic payment methods for parking and the evolution of technologies available to meet the District's Asset Management Services requirement, the District recognized a need to further overhaul the requirements documents for the follow-on solicitation. These two events have extended the time needed to ensure the next iteration of Asset Management Services will be up-to-date and encourage maximum competition.

The District has engaged a Subject Matter Expert (SME) to advise on leading practices, and assist in exploring additional technologies that will meet the District's requirement for Asset Management Services. Based on the market research currently underway, DDOT and OCP believe that 12 months from the letter contract award will suffice to finish rewriting the requirements documents, allow sufficient procurement lead-time, and receive Council of the District of Columbia approval of the follow-on contract award.

Due to the highly technical nature and volume of the Asset Management Service tasks, it is impracticable for the District to temporarily self-perform the requirement. Furthermore, only Conduent possesses the specialized expertise related to the District's parking assets and operations, and the proprietary software capable of efficiently managing the District's existing parking system. At this time, it is impracticable for another firm to assume Conduent's duties. Therefore, in the interim, the Contracting Officer determined a Sole Source letter contract was necessary to continue critical Asset Management Services and avoid monetary and physical losses to the program.

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5. CERTIFICATION BY AGENCY HEAD:

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

Date

Jeffrey M. Marootian
Director, DDOT

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

William E. "Bill" Sharp
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 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