

Contract No.: DCBN-2007-C07014

Contractor: CNA Corporation

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

<b>Agency:</b>	Homeland Security & Emergency Management Agency (HSEMA)
<b>Contract No.:</b>	DCBN-2007-C-7014
<b>Caption:</b>	Re-enactment Training
<b>Contractor:</b>	CNA Corporation

**Findings**

**1. Authorization**

D.C. Official §2-354.04, 27 DCMR 1304, 1700, 1701 and 2005.6(b)

**2. Minimum Need**

The Office of Contracting and Procurement, on behalf of the DC Homeland Security and Emergency Management Agency (HSEMA) is awarding a sole source contract to acquire the services of a Contractor to design, develop, conduct and evaluate the District's Comprehensive Exercise and Corrective Action Program. The purpose of these exercises is to establish a clear mutual understanding of the expectations for future District operations in order to promote a cohesive and well-coordinated response to disastrous events.

**3. Estimated Fair and Reasonable Cost**

The estimated fair and reasonable price to provide the required services for the period November 1, 2013 through January 31, 2014 is \$162,000.00.

**4. Facts that Justify a Sole Source Procurement**

- A. The current contract expires on October 31, 2013.
- B. DCHSEMA is responsible for conducting a comprehensive exercise program to maintain and enhance the District emergency response capabilities for all Emergency Support Functions delineated within the District Response Plan; and ensure preparedness of the District's Senior Leadership. Consequently, it is necessary to maintain continuity of exercise delivery in order to address current as well as new and emerging threats. During this extension CNA will be required to complete an After Action Report for the incident that happen at the Washington Navy Yard on September 16, 2013.
- C. CNA Corporation is currently providing exemplary professional support services to sustain delivery of emergency management exercise program services.
- D. The Federal Emergency Management Agency (FEMA) requires the District to maintain a well-trained cadre of emergency personnel. To this end, the District of Columbia requires all District personnel having a role in emergency response and/or disaster management acquire and maintain knowledge commensurate with industry standards.

Contract No.: DCBN-2007-C07014

Contractor: CNA Corporation

Consequently, District government personnel and stakeholders must maintain expertise, ensuring the protection of life, property, public health, safety and welfare.

- E. The sole source extension under Contract DCBN-2007-C-7014 is the only method to ensure these services are provided without interruption. The extension of the sole source contract is the most advantageous method of fulfilling the District's need for this vital service when price and other factors are considered.
- F. DCHSEMA officials are satisfied with the services rendered by the current contractor. This contractor has satisfactorily provided these services to the District since 2008.
- G. Public Notice of OCP's intent to award a sole source contract was posted to our website for 10 calendar days pursuant to the requirements of OCP Policy 3000.

**5. CERTIFICATION BY THE AGENCY HEAD:**

I hereby certify that the findings set forth above 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.

\_\_\_\_\_  
Chris Geldart, Director  
DC Homeland Security and Emergency Management

\_\_\_\_\_  
Date

**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 2005.6(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) and that no response was received by September 30, 2012. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

\_\_\_\_\_  
Shafiq Choudhary  
Contracting Officer  
Office of Contracting and Procurement

\_\_\_\_\_  
Date

Contract No.: DCBN-2007-C07014

Contractor: CNA Corporation

**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 Section 303 of the District of Columbia Procurement Practices Reform Act of 2011 (D.C. Law 6-85; D.C. Official Code § 2-303.03). Accordingly, with D.C. Official Code Section 2-303.05 (a)(1) and 27 DCMR, Chapter 17, Section 1702.1, it is determined that the District is justified in using the sole source method of procurement.

---

James D. Staton, Jr.  
Chief Procurement Officer  
Office of Contracting and Procurement

---

Date