

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

**CONTRACT NO.: DCKA-2013-C-0137**

**CAPTION: Parking Meter Management Services**

**PROPOSED CONTRACTOR: Xerox State & Local Solutions, Inc.**

**PROGRAM AGENCY: District Department of Transportation**

**FINDINGS**

**1. AUTHORIZATION:**

Section 404 of the PPRA, D.C. Law 18-371, DC Official Code 2-351 et seq., 27 DCMR 1702.

**2. MINIMUM NEED:**

The Department of Transportation (DDOT) has a continued need for Xerox State & Local Solutions to perform parking meter program management, upgrades, installation, collection and maintenance services to operate and maintain meters within the District of Columbia.

The District requires Xerox as they require no mobilization time and will continue providing services without any disruption for a period of 2 months from the date of award of the sole source contract.

**3. ESTIMATED REASONABLE PRICE:**

\$900,000.00

**4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:**

The current parking meter management services contract is scheduled to expire during the month of June 2013.

The prospective base plus four option year contract (Solicitation No. DCKA-2012-R-0018) was evaluated and a decision to contract with the highest rated offeror, Xerox State & Local Solutions, was made. Upon notification to the unsuccessful offeror, World Wide Parking, Inc. filed a protest on September 24, 2012 stating their services were superior to the chosen consultant. The contract remains at the Contract Appeals Board (CAB) and the DDOT is put in the position of either extending the current contract with Xerox or allowing these services to be postponed indefinitely.

The District does not have the internal capability to maintain the parking meter services. Parking meter services must continue without interruption so that illegal parking does not interfere with the District's day-to-day traffic flow. Failure to provide

a contractor to continue with the parking meter services will seriously jeopardize the continuation of necessary governmental functions and may jeopardize the safety and welfare of the District's residents, commuters and tourists.

A market survey was not performed because in the previous contract was awarded after competition. Additionally, there is a minimum of a 30-day mobilization period that would be experienced by any other vendor except the incumbent.

**5. CERTIFICATION BY AGENCY HEAD:**

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.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terry Bellamy, Director  
District Department of Transportation

**6. CERTIFICATION BY CONTRACTING OFFICER**

**CERTIFICATION**

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 posted on the OCP website for at least 10 days and no valid responses were received regarding the posting. I recommend this procurement be approved as a sole-source.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Courtney B. Lattimore  
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 404 of the PPRA (D.C. Law 18-371; D.C. Official Code § 2-351 et seq.). Accordingly, I determine that the District is justified in using the sole source method of procurement.

\_\_\_\_\_  
Date

\_\_\_\_\_  
James D. Staten  
Chief Procurement Officer