

DETERMINATION AND FINDINGS
FOR A SINGLE AVAILABLE SOURCE CONTRACT

**Sole Source Justification for Existing Procurement to
Maintain, Operate and Support the IRP/PRISM System**

Contract: N/A

Caption: International Registration Plan (IRP)

Proposed Contractor: Xerox State and Local Solutions, Inc.

Program Agency: District Department of Motor Vehicles

FINDINGS

1. Authorization:

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

2. Minimum Need:

The International Registration Plan (IRP) is a mandatory program for licensing commercial vehicles traveling in two or more IRP jurisdictions. The IRP is a registration-prorate agreement among member states and provinces that provides for the proportional registration of commercial motor vehicles used in interstate operations. Payment of proportional registration fees is based on the percentage of miles the registrant has operated or expects to operate in each member jurisdiction. The registrant is permitted to operate in intrastate as well as interstate commerce in each member jurisdiction for which mileage has been declared and fees have been paid.

In addition, the District was approved by the Federal Motor Carriers Safety Administration (FMCSA) to be the 47th Performance Registration Information Systems Management (PRISM) 'state' to come into compliance with nation-wide safety initiatives which include the Motor Carrier Management Information System (MCMIS) for crash and census safety data.

The goal of PRISM/MCMIS is to use State commercial vehicle registration sanctions [IRP registration system] as an incentive to improve motor carrier safety.

IRP is the framework for PRISM/MCMIS. The program establishes the linkage between the Motor Carrier responsible for safety and every vehicle registered through the IRP.

The District of Columbia's IRP program netted \$15.7M [2009 – 2013] over the length of the current contract.

3. Estimated Reasonable Cost:

\$240,000.00

4. Facts Which Justify Sole Source Procurement:

1. Market Research: No formal market research was conducted in this instance, as we have been working with this vendor under contract since 2009. During that time (as noted) the vendor has adapted their technologies and bandwidth of performance to the laws and deliverables associates with the International Registration Program. In a nutshell, their work over the past four years as involved research within this small market, which has further assisted the DMV in understanding its growing needs, as it pertains to vehicle registration compliance.
2. The District of Columbia seeks to retain the services of the existing Contractor to sustain the DMV's current IRP registration system. The system is compliant with all IRP and PRISM/MCMIS requirements which includes integration/interconnectivity with the District's motor vehicle registration system (DESTINY) and is operationally and architecturally compatible with the National Motor Vehicle Titling Information System (NMVTIS), the Department of Transportation DOT/Federal Motor Carrier Safety Administration systems and the District Department of Transportation initiatives for the implementation of the Commercial Vehicle Information Systems and Networks (CVISN) which will include the International Fuel Tax Agreement (IFTA).
3. Xerox State and Local Solutions is the only vendor who can provide upgrades/updates and support to their proprietary software.
4. The replacement of the existing system and services would cost the agency time, productivity, rework, lengthy installs, late delivery, frustrate the use of resources, and compete with system operational and architectural compatibility for the:
 - a. National Motor Vehicle Titling Information System (NMVTIS) scheduled for implementation in the summer of 2013.
 - b. Commercial Vehicle Information System Network (CVISN), including the International Fuel Tax Agreement (IFTA) credentialing slated for implementation in the summer of 2013.
 - c. FY2012 PRISM Grant Funding Opportunity #FM-PZG 12-001 -- \$8,910.00 to remove Registrant Only USDOT Numbers from PRISM, Period of Performance: 09/1/12 – 8/31/14. The purchase order was approved for the vendor on 2/14/13 -- is based on the current vendor's software design and impact analysis. The current IRP system is scheduled for these software enhancements and modifications in March of 2013.
 - d. FY2013 New Entrant Grant Opportunity #FM-MNE-13-002 -- \$2M is for safety audits of new entrant motor carriers subject to safety monitoring procedures for a period of 18 months. The closing date for the Federal Motor Carrier Motor Safety Administration application is 3/25/13.

5. The District has determined the most timely and cost effective means of meeting the project objectives is through the following processes:
 - The perpetuation of a proven and effective commercial-off-the-shelf (COTS) software package
 - The scheduled modifications of the COTS software to meet the District's specific IRP requirement and planned program initiatives
 - The installation of new hardware and other technologies
 - Contract personnel to operate the system and provide customer service
 - Continued provision of Help-desk administrative and system support
6. The existing contractor provides all hardware, software, and operations staff for the system. The current system containing approximately 60 carriers and 170 intrastate IRP registered vehicles -- must continue to register commercial vehicles and interface with PRISM and DMV Destiny Registration systems.
7. A Request for Proposal is advertised for 21 days. The typical turnaround for the procurement process is 3 – 6 months. The current IRP contract expires on June 16, 2013.
8. Xerox State and Local Solutions, has satisfactorily provided the services to the District for the subject contract.

5. Certification by Agency Head:

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

Date

Lucinda Babers, Director
District Department of Motor Vehicles

6. Certification by Contracting Officer:

I have reviewed the above findings and certify that they are accurate and sufficient to justify the award of a sole source contract to Xerox. I recommend that the Chief Procurement Officer approve the sole source contract.

Date

Frederick A Dorsey, Jr., 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 303 of the District of Columbia Procurement Practices Act of 1985 (D.C. Law 6-85; D.C. Official Code §2-303.05(a)(1)) and 27 DCMR 2005.6(b) and 1702. I determine that it is in the District's best interest and the District is justified to use the sole source method of procurement.

Date

James D. Staton, Jr.
Chief Procurement Officer