

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

**Agency:** Department of General Services  
Facilities Division  
**Caption:** Parking Operator Services  
**Proposed Contractor:** District of Columbia Parking Associates

**FINDINGS**

**1. AUTHORITY:**

Title 27 DCMR Section 4718.1

**2. MINIMUM NEED:**

The Department of General Services has a need for parking operator services for the DC USA retail center located at 14<sup>th</sup> and Irving Streets.

**3. ESTIMATED FAIR AND REASONABLE PRICE:**

The fair and reasonable price to provide the required services is \$428,941.65 for a period of five months.

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

Under the Fiscal Year 2012 Budget Support Act of 2011, the Department of General Services (DGS) added to its portfolio certain properties previously managed by the Office of the Deputy Mayor of Planning and Economic Development. One of these properties is Unit No. 3, an underground parking garage within the DC USA retail center. The Developer for the retail center was DC USA Operating Co., LLC. Under Section 4 (b) of The Declaration of Parking Operations for DC USA Operating Co., LLC ("Declaration") District of Columbia Parking Associates was named as the vendor to provide parking operator services for the retail center. The Declaration further specifies that the District shall notify the Parking Operations Committee of a proposed change of Parking Operator.

The contract between the District and District of Columbia Parking Associates, entered into pursuant to the Declaration, is scheduled to expire on February 28, 2013. In order to provide continuity of services, DGS shall enter into a short term contract with the District of Columbia Parking Associates beginning March 1, 2013 to allow DGS sufficient time to re-procure the required services, notify the Parking Operations Committee of the new vendor, and enter into a long-term contract. In addition, District of Columbia Parking Associates has the necessary resources in place and knowledge of the specific and unique requirements to maintain continuity in the delivery of services for the District.

**5. CERTIFICATION BY CONTRACT SPECIALIST:**

I hereby certify that the above findings are true, correct and complete to the best of my knowledge.

\_\_\_\_\_  
James H. Marshall  
Supervisory Contract Specialist

\_\_\_\_\_  
Date

**DETERMINATION**

Based on the authority and certified findings above, it is hereby determined that the use of the sole source procurement with Spectrum Management Services, LLC to maintain continuity in service delivery is justified and in the best interest of the District.

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Brian J. Hanlon  
Director/Chief Contracting Officer

\_\_\_\_\_  
Date