

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Child and Family Services Agency



CONTRACTS AND PROCUREMENT ADMINISTRATION

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

CONTRACT NO.: RQ 800098
CAPTION: HVAC Services
PROPOSED CONTRACTOR: CBRE, Inc.

FINDINGS

1. AUTHORIZATION:

D.C. Official Code § 2-354.04, 27 DCMR 1304 and 1702

2. MINIMUM NEED:

The Government of the District of Columbia, Child and Family Services Agency (CFSA), has the following minimum need:

- (a) The Government of the District of Columbia, Child and Family Services Agency (CFSA) has a need to provide payment to CBRE, Inc. for Heat and Ventilation Air Condition (HVAC) Services at the former CFSA Headquarters.

3. ESTIMATED REASONABLE PRICE:

\$30,000.00

4. FACTORS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

- (a) Child and Family Services Agency CFSA has a need to pay for Heat and Ventilation Air Condition (HVAC) Services rendered for the months of July and August of 2012 at the former CFSA Headquarters.
- (b) CFSA has an existing purchase order (PO 375140-V2) with CBRE, Inc. for Heat and Ventilation Air Condition (HVAC) Services at the former CFSA Headquarters.

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www.cfsa.dc.gov ■ <http://dc.mandatedreporter.org> ■ www.adoptdckids.org

5. CERTIFICATION BY AGENCY HEAD:

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

Date

Brenda Donald
Director

CERTIFICATION BY CONTRACTING OFFICER

6. 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

Tara Sigamoni
Agency 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 bidding process under either Section 402 or 403 of the District of Columbia Procurement Practice 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

Tara Sigamoni
Agency Chief Contracting Officer