

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

**Agency:** Department of Transportation  
**Requisition No.** RQ 743043  
**Caption:** Segways  
**Contractor:** Capital Segway, Inc.  
1350 I Street, NW  
Washington, DC 20005

**1. AUTHORIZATION**

DC Official Code §2-354.04

**2. MINIMUM NEED**

The Government of the District of Columbia, Office of Contracting and Procurement, on behalf of the Department of Transportation (the District) is seeking to purchase three (3) Segways for use by the Traffic Operations Administration.

**3. ESTIMATED FAIR PRICE**

The estimated fair and reasonable price is \$18,250.00 (approximately \$5,950 each plus \$400.00 for shipping).

**4. Facts Which Justify Sole Source Procurement**

The Segway is the proprietary product of Segway, Inc. According to the Segway, LLC Website, Capital Segway is the only authorized dealer in the District, Virginia and Maryland Metro area to provide the required equipment. The sole source procurement request is both necessary and in the best interest of the department and the District of Columbia.

**5. CERTIFICATION BY AGENCY DIRECTOR**

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

\_\_\_\_\_  
Date

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

**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 cited authority. I recommend that the Commodity Manager approve the use of the sole source procurement method for this proposed contract.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Priscilla Mack  
Contracting Officer

**DETERMINATION**

Based on the above findings and in accordance with the authority of D.C. Code §2-354.04, it is hereby determined that the subject sole source contract be approved.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Courtney Lattimore  
Commodity Manager  
Office of Contracting & Procurement