

Contract No.: DCPO-2011-C-0182
Caption: Elderly Meal Services for Homebound – Wards 2 and 8
Contractor: Whole Food Market, Inc.

**DETERMINATION & FINDINGS
FOR
SOLE SOURCE CONTRACT EXTENSION**

Program Agency: Office of Aging
Contract No.: DCPO-2011-C-0182
Caption: Elderly Meal Services for Homebound – Wards 1 through 8
Contractor: Whole Foods Market, Inc.

FINDINGS

1. AUTHORIZATION:

D.C. Official Code § 2-303.05 (a)(1), 27 DCMR §1702.2

2. MINIMUM NEED:

The Government of the District of Columbia, Office of Aging (OoA) has an immediate need to extend the period of performance for the emergency Contract DCPO-2011-C-0182. OoA needs the current contractor to provide food preparation to eligible homebound client sites.

The food service will be required for one (1) month beyond the current expiration date of the current contract, October 1, 2011 to October 31, 2011, or until a new contract can be competitively awarded.

3. ESTIMATED REASONABLE COST:

The estimated reasonable cost is \$247,225.00.

4. FACTS WHICH JUSTIFY SOLE SOURCE CONTRACT EXTENSION:

- A. The current emergency contract expires on September 30, 2011.
- B. The contract extension letter was sent to the Contractor for an additional month of continued service under the current contract rates listed in Section B.5 Price Schedule, contract terms and conditions. A signed concurrence was received from the contractor on September 20, 2011. (See Attachment 1).
- C. OoA is in the acquisition planning stage of consolidating the food preparation, meal delivery, and transportation requirements into the proposed contract.

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- D. The extension of this elderly meals contract is the only sure way to ensure that the continuity of operations is provided without interruption. The District requires continuity of operations in order to ensure that Office of Aging continue to provide nutritious meals to homebound elderly program participants.
- E. OoA officials are satisfied with the services rendered by Whole Food Markets, Inc. This contractor has satisfactorily provided these services to the District since the award of the emergency contract on June 24, 2011.
- F. Public Notice of OCP's intent to award a sole source contract was posted to our website for 10 calendar days pursuant to the requirements of OCP Policy 3000. The posting was submitted to OCP's website on [REDACTED].

5. CERTIFICATION BY AGENCY DIRECTOR

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

Dr. John M. Thompson, Phd
Executive Director

Date

6. CERTIFICATION BY CONTRACTING OFFICER

Public Notice of OCP's intent to award a sole source contract was posted to our website for 10 calendar days pursuant to the requirements of OCP Policy 3000. The posting was submitted to OCP's website on [REDACTED].

I have reviewed the above findings and certify that they are sufficient to justify the renewal or extension of this sole source contract under the cited authority. I recommend that the Chief Procurement Officer approve the renewal or extension of this sole source contract.

Courtney Lattimore
Contracting Officer

Date

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DETERMINATION

In accordance with D.C. Official Code § 2-303.05(b) and based on the above findings, I hereby determine that it is not feasible or practical to invoke as a prerequisite to renewing or extending Contract No. DCFA-2006-D-0012, 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 § 2-303.03). Accordingly, I determine that the District is justified in renewing this sole source contract.

James D. Staton, Jr.
Chief Procurement Officer

Date