

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



Contracts & Procurement

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

CAPTION: FY17 System Upgrades for the Online Contractor Evaluation (e-Val) System and Data Automation

AGENCY: Department of General Services (DGS)

CONTRACTOR: DYCON Technology Solutions, Inc.

FINDINGS

1. AUTHORIZATION:

D.C. Official Code §2-354.04 and 27 DCMR 4718

2. MINIMUM NEED:

The District of Columbia, Department of General Services (DGS), Contracts and Procurement Division has an immediate need for continuation of services for the development work on the e-Val system.

Since this project is a continuation of a technical project started in FY16, decisions to competitively solicit for the following services would prove inefficient, disruptive and result in an undue service delay.

3. ESTIMATED REASONABLE PRICE:

The estimated reasonable price is Seventy-Four Thousand Two Hundred Fifty Dollars (\$74,250.00).

4. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:

Background

Post-award oversight of vendor performance is essential to District operations, and does much to maintain the trust between government employees and District taxpayers. Therefore it is vital that reliable and rigorous performance reviews be performed of each contractor for all awarded contracts. While it is important to review all contracts awarded, there is a particular interest in how Certified Business Enterprise (CBE) contractors are performing on their contracts. Accordingly, in fiscal year 2017, the Agency will fully integrate a robust online Contractor Evaluation (e-Val) program to review, assess, and report on the extent that each vendor with an active contract is in compliance with all aspects of the agreement. The use of this technology will

further the Agency's mission by improving transparency, vendor accountability, and compliance with governing laws and policies.

In addition, the database of contracts used for the e-Val system needs to be transparent to internal and external stakeholders, and in compliance with the amendment to the Procurement Integrity, Transparency, and Amendment Act of 2016 (PITTA) that went into effect on October 2016. To that end, the Agency is required to provide data regarding payments to prime contractors for all contract awards. This payment information is particularly useful to CBE contractors in an effort to ensure timely payments to subcontractors. The Agency will use the data from the e-Val system as a source for a searchable prime payment report that will be available online in fiscal year 2017.

Justification

In fiscal year 2016, the Contracts and Procurement Division implemented a contractor evaluation program on behalf of the Agency. This new system, e-Val, adopted from the Office of Contracting and Procurement (OCP), allows Contracting Officer Technical Representatives (COTRs) to evaluate contractor performance, and for contracting officers to use this information as a basis for future awards and to identify vendor engagement opportunities. A contractor was initially tasked with designing the e-Val system to support the contractor evaluation program. On or about May 2016, the contract ended and a new contractor was engaged to continue the development work.

This immediate need is paramount to ensure continuity of operations by (1) providing much needed upgrades to the e-Val system, (2) ensure compliance with the PITTA and transparency with internal and external stakeholders by automating the prime payment report into a searchable database.

There is an immediate need to have development work done on the system to ensure continuity of operations. The Contractor has detailed knowledge of the system and is able to perform both duties without compromising operations. This contractor has subject matter expertise upon which the Contracts and Procurement Division used to build a contract award database and this current work would build on that foundation. Therefore, it is in the best interest of the agency to continue the services of this contractor.

5. CERTIFICATION BY PROGRAM MANAGER/COTR

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

Date

Arthur Stern, Program Manager

6. CERTIFICATION BY CONTRACT SPECIALIST

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

Date

Karen J. Araujo, Contract Specialist

**7. CERTIFICATION BY THE CONTRACTS AND PROCUREMENT ASSOCIATE
DIRECTOR/ CHIEF 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 certify that the sole source notice of Intent to Award a Sole Source Contract was published in accordance with Section 404(c) of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code §2-354.04) and that no response was received. I recommend that the Department of General Services, Chief Contracting Officer approve the use of the sole source procurement method for this requirement.

Date

George. G. Lewis, CPPO
Associate Director