

Intent to Award Sole Source Contract

Title	Intent to Award Sole Source Contract -Determination and Findings
Notice Date	September 18, 2019
Response Due Date	September 28, 2019
Contract Number	CFOPD-14-C-027
Contract Description	<p>IT Consulting Services</p> <p>Description: The Office of the Chief Financial Officer (“OCFO”) for the District of Columbia (“District”) and the Office of Contracts on behalf the DC Lottery and Charitable Games Control Board (DCLB) requires the Contractor to provide the full range of website development, design, execution, hosting, and maintenance for the DCLB’s web and social media presence.</p>
Vendor Name	CRA Communications, LLC
Procuring Agency	Office of the Chief Financial Officer, Office of Contracts
Point of Contact	Peter Lloyd peter.lloyd@dc.gov 202-442-6431

**Government of the District of Columbia
Office of the Chief Financial Officer
Determination and Findings
for a
SOLE SOURCE CONTRACT**

CONTRACT NUMBER: CFOPD-14-C-027

CONTRACTOR: CRA Communications, LLC

CAPTION: IT Consulting Services

PROGRAM AGENCY: Office of Lottery and Charitable Games (OLCG)

CONTRACTING AGENCY: Office of Contracts

1. AUTHORIZATION

D.C. Official Code §2-354.04; 27 DCMR 1304, 1700 and 1701

2. MINIMUM NEED

The Office of the Chief Financial Officer (“OCFO”) for the District of Columbia (“District”) and the Office of Contracts on behalf the DC Lottery and Charitable Games Control Board (DCLB) requires the Contractor to provide the full range of website development, design, execution, hosting, and maintenance for the DCLB’s web and social media presence.

3. ESTIMATED REASONABLE PRICE

The contract amount is \$60,000. The contractor’s pricing was determined fair and reasonable based on market research and historical data gathered and analyzed by the Office of Lottery and Charitable Games.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT

CRA Communications, LLC is the incumbent Contractor and has satisfactorily provided the required services for five (5) years under contract CFOPD-14-C-027. The contract was competitively awarded on September 30, 2014 to CRA Communications, LLC who responded to the solicitation and was deemed qualified to provide all the requirements and the best value to the District of Columbia. The contract term included a one (1) year base period with four (4) one (1) year option periods. During the contract term CRA

Communications, LLC has developed, designed, executed, hosted and maintained the Office of Lottery and Charitable Games' (OLCG) external websites.

The District has a critical need for uninterrupted services for these websites as they are a 24/7 continuous operation requiring continuous service.

A sole source extension is the most advantageous method of fulfilling the District's need while completing the competitive procurement process and to allow time for a transition period from the existing contractor to a new contractor, if necessary. A market survey was not conducted because CRA Communications, LLC has agreed to continue services based on existing contract pricing.

Therefore, it is necessary to extend the contract through September 30, 2020 to facilitate and allow continuity of critical revenue generating services for the District.

The Office of Contract expects to award a new contract for these services on or before September 30, 2020.

5. **CERTIFICATION BY AGENCY HEAD**

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

Beth Bresnahan
Executive Director
Office of Lottery and Charitable Games

Date

6. **CERTIFICATION BY CONTRACT SPECIALIST**

I have reviewed the above findings and certify that they are sufficient to justify the sole source award of this contract under the cited authority. I recommend that the Director approve this sole source contract.

Peter Lloyd
Contract Specialist
Office of Contracts

Date

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 solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices 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.

Dorothy B. Fortune, Esq., CPPO
Director and Chief Procurement Officer
Office of Contracts

Date

DRAFT





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FY19 Sole Source Procurements

<input type="checkbox"/>	 DCKV-2007-C-0001 - Notice of Sole Source and DF.pdf View Download	Title: Lock Box and Collection Services Document No.: DCKV-2007-C-0001 – Industrial Bank, N.A. Due Date: September 9, 2019 POC: Carla Roane email: Carla.Roane@dc.gov Telephone: 202-442-6452	191k	v. 1	Aug 30, 2019, 12:19 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 DF and Notice of Intent for Sole Source - Electronic Benefits Transfer Services (EBT) - eFunds Corp.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – Office of Finance and Treasury - Document #: CFOPD-11-C-040 – eFunds Corp. - Due Date: April 10, 2019 @ 5:00 pm EDT - POC: Crystal Farmer-Linder (email: crystal.farmer-linder2@dc.gov or telephone: 202-442-6424.	126k	v. 1	Apr 1, 2019, 3:32 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 DF and Notice of Intent for Sole Source - General Financial Advisory Svcs - PFM.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – General Financial Advisory Services - Document #: CFOPD-14-C-024A – PFM Financial Advisors, LLC - Due Date: January 25, 2019 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431	3308k	v. 1	Jan 15, 2019, 12:58 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 DF and Notice of Intent for Sole Source - General Financial Advisory Svcs - PRAG.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – General Financial Advisory Services - Document #: CFOPD-14-C-024B – Public Resources Advisory Group - Due Date: January 25, 2019 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431	3283k	v. 1	Jan 15, 2019, 12:58 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 DF and Notice of Intent for Sole Source - Hardware Services for VSI POS - CardConnect.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – Office of Finance and Treasury - Document #:	130k	v. 1	Feb 6, 2019, 4:32 PM	Chrishelle Minor (OCFO)

RK111480 – CardConnect - Due Date: February 16, 2019 @ 5:00 pm EDT - POC: Crystal Farmer-Linder (email: crystal.farmer-linder2@dc.gov or telephone: 202-442-6424.

<input type="checkbox"/>	 DF and Notice of Intent for Sole Source.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – Information Technology Support Services for the Modernized Integrated Tax System - Document #: CFOPD-14-C-036F – Advance Digital Systems, Inc. - Due Date: September 26, 2019 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	892k	v. 1	Sep 16, 2019, 4:57 PM	Drakus Wiggins
<input type="checkbox"/>	 DF for Sole Source and Intent to Award - PO-GF-2010-C-1090-DJ - Primary UDC Collection Service - ConServe.pdf View Download	Title: Intent to Award Sole Source D&F – University of the District of Columbia Collection Services - Document #: PO-GF-2010-C-0190-DJ - Due Date: September 14, 2019 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone 202-442-6431)	952k	v. 1	Sep 4, 2019, 12:21 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 DF for SS and Intent to Award - CFOPD-12-C-034 - Secondary UDC Collection Svcs - NRS.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – United Medical Center Collection Services (primary) - Document #: CFOPD-12-C-034 - Due Date: September 14, 2019 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	1159k	v. 1	Sep 4, 2019, 12:33 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 DF for SS and Intent to Award - PO-GF-2010-C-1089-DJ - Secondary UDC Collection Svcs - W & F.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – University of the District of Columbia Collection Services (secondary) - Document #: PO-GF-2010-C-1089-DJ Collection Services - Due Date: September 14, 2019 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	945k	v. 1	Sep 4, 2019, 12:42 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>						

 <p>Intent to Award SS & DF - 14-C-027 - Website Design Hosting & Maint - CRA Comm, LLC - Mod 7.pdf</p> <p>View Download</p>	<p>Title: Intent to Award Sole Source Determinations and Findings – Lottery Website Design, Development, Hosting and Maintenance Services - Document #: CFOPD-14-C-027 – CRA Communications, LLC - Due Date: September 28, 2019 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)</p>	3187k	v. 1	Sep 18, 2019, 4:29 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>  <p>Notice of Intent to Award Sole Source and DF for Sole Source for Contract CFOPD-14-C-040.pdf</p> <p>View Download</p>	<p>Title: Intent to Award Sole Source Extension D&F – Stored Value / Gift Card Program Services - Document #: CFOPD-14-C-040 - Due Date: September 9, 2019 @ 3:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone (202-442-6431)</p>	1056k	v. 1	Aug 30, 2019, 8:52 AM	Chrishelle Minor (OCFO)

Comments

You do not have permission to add comments.