

## Intent to Award Sole Source Contracts

<b>Title</b>	Intent to Award Sole Source Contract Extension-Determination and Findings
<b>Notice Date</b>	January 15, 2019
<b>Response Due Date</b>	January 25, 2019
<b>Contract Number</b>	CFOPD-14-C-024A
<b>Contract Description</b>	<b>General Financial Advisory Services</b>  Description: The District of Columbia Office of the Chief Financial Officer (OCFO), on behalf of the Office of Tax and Revenue, has a requirement for general financial advisory services.
<b>Vendor Name</b>	PFM Financial Advisors, LLC
<b>Procuring Agency</b>	Office of the Chief Financial Officer, Office of Contracts
<b>Point of Contact</b>	Peter Lloyd, Contract Specialist <a href="mailto:peter.lloyd@dc.gov">peter.lloyd@dc.gov</a> 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-024A  
**CONTRACTOR:** PFM Financial Advisors, LLC  
**CAPTION:** General Financial Advisory Services  
**PROGRAM AGENCY:** Office of Finance and Treasury  
**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), on behalf of the Office of Finance and Treasury (OFT), has a requirement for general financial advisory services.

3. **ESTIMATED REASONABLE PRICE**

The contract amount for this extension period is Not-to-Exceed \$200,000.00. The contractor's pricing was determined fair and reasonable based on market research and historical data gathered and analyzed by the Office of Finance and Treasury.

4. **FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT**

The District of Columbia, Office of Finance and Treasury (OFT) has an urgent need to maintain the use of General Financial Advisory Services. PFM Financial Advisors, LLC has performed critical Financial Advisory services for the OCFO. PFM assisted the OCFO in the formation of the long-range capital planning program, and they provide ongoing support with the CIP database. They have the inherent knowledge and expertise

of the District's Derivative products, and they assist us in providing reports and documentation to the Auditors related to our swap products. PFM has cumulative knowledge of the requirements for the District's CAFR as it relates to debt portfolio.

PFM has hands on experience with the District's GO Bond transactions and they can provide immediate financial services to the OCFO as needed. They also coordinate the annual Rating Agencies trip to New York for the Mayor's office and the OCFO which includes preparation of the presentation to each rating agency.

The services mentioned above are critical to the District's financial stability and require that the contract be extended so that the vendor may provide uninterrupted services to the District.

Based on the above, it is in the best interest of the District of Columbia and its needs to award the contract to American Express Travel Related Services Company Inc.

**5. CERTIFICATION BY AGENCY HEAD**

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

\_\_\_\_\_  
Bruno Fernandes  
Deputy Chief Financial Officer and Treasurer

\_\_\_\_\_  
Date

**6. CERTIFICATION BY CONTRACTING OFFICER**

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

\_\_\_\_\_  
Drakus Wiggins, CPPB, CPPO  
Contracting Officer  
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 it is in the best interest of the District and the District is justified in using the sole source method of procurement to extend the contract term beyond the total term specified in the contract, pursuant to 27 DCMR § 2005.6(b).

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



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## FY19 Sole Source Procurements

<input type="checkbox"/>	 <a href="#">DCKV-2007-C-0001 - Notice of Sole Source and DF.pdf</a> <a href="#">View</a> <a href="#">Download</a>	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"/>	 <a href="#">DF and Notice of Intent for Sole Source - Electronic Benefits Transfer Services (EBT) - eFunds Corp.pdf</a> <a href="#">View</a> <a href="#">Download</a>	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"/>	 <a href="#">DF and Notice of Intent for Sole Source - General Financial Advisory Svcs - PFM.pdf</a> <a href="#">View</a> <a href="#">Download</a>	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"/>	 <a href="#">DF and Notice of Intent for Sole Source - General Financial Advisory Svcs - PRAG.pdf</a> <a href="#">View</a> <a href="#">Download</a>	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"/>	 <a href="#">DF and Notice of Intent for Sole Source - Hardware Services for VSI POS - CardConnect.pdf</a> <a href="#">View</a> <a href="#">Download</a>	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 <a href="#">View</a> <a href="#">Download</a>	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 <a href="#">View</a> <a href="#">Download</a>	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 <a href="#">View</a> <a href="#">Download</a>	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 <a href="#">View</a> <a href="#">Download</a>	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 &amp; DF - 14-C-027 - Website Design Hosting &amp; Maint - CRA Comm, LLC - Mod 7.pdf</p> <p><a href="#">View</a> <a href="#">Download</a></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><a href="#">View</a> <a href="#">Download</a></p>	<p>Title: Intent to Award Sole Source Extension D&amp;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.