

Intent to Award Sole Source Contracts

Title	Intent to Award Sole Source Contract Extension-Determination and Findings
Notice Date	December 11, 2012
Response Due Date	December 21, 2012
Contract Number	CFOPD-07-C-056
Contract Description	<p>Universal Collection Services</p> <p>Description: The Government of the District of Columbia (District) Office of Tax and Revenue (OTR) has an immediate need for continuing to collect universal debt owed to the city. The contractor will provide the personnel, materials, equipment, and facilities to provide these collection services through April 2013 so that the District is able to complete a new competitive award for these Universal Collection Services for the Office of Tax and Revenue.</p>
Vendor Name	MuniServices.
Procuring Agency	Office of the Chief Financial Officer, Office of Contracts
Point of Contact	Peter Lloyd, Contract Specialist 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 EXTENSION OF CONTRACT**

CONTRACT NUMBER: CFOPD-07-C-056
CONTRACTOR: MuniServices
CAPTION: Universal Collection Services
PROGRAM AGENCY: Office of Tax and Revenue
CONTRACTING AGENCY: Office of Contracts

1. AUTHORIZATION

D.C. Official Code §2-354.04; 27 DCMR 1304, 1700, 1701 and 2005.6(b)

2. MINIMUM NEED

The Government of the District of Columbia (District), Office of Tax and Revenue (OTR) has an immediate need for continuing to collect universal debt owed to the city. The contractor will provide the personnel, materials, equipment, and facilities to provide these collection services through April 2013 so that the District is able to complete a new competitive award for these Universal Collection Services for the Office of Tax and Revenue..

3. ESTIMATED REASONABLE PRICE

The estimated fair and reasonable price budgeted for the contract extension is \$120,000 from January 1, 2013 through April 30, 2013. The estimated price is based on projected expenditures for the period of performance and the contractor's price schedule.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT

MuniServices was awarded Contract No. CFOPD-07-C-056 to provide the personnel, materials, equipment, and facilities to collect universal debt for the Office of Tax and Revenue. The contract term ends December 31, 2012.

In preparation for a replacement contract, the Office of Tax and Revenue is developing requirements based on latest trends in the collection services industry. The improved requirements will be procured through a competitive process with an anticipated contract effective date of May 1, 2013. The District has a critical need for uninterrupted services, as Office of Tax and Revenue continues its attempts to collect unsatisfied debts to the city under the contract to maximize District revenue. MuniServices is the only vendor with the capacity to provide immediate and consistent services; as such, a market survey was not conducted.

Therefore, it is necessary to extend the contract through April 30, 2013, to allow for continuity of service and to allow time for the completion of the competitive procurement process for a new contract with modern requirements.

5. CERTIFICATION BY AGENCY HEAD

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

Stephen M. Cordi
Deputy Chief Financial Officer and Director
Office of Tax and Revenue

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 the sole source extension of this contract.

Drakus Wiggins, CPPB
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 the District is justified in using the sole source method of procurement.

Joseph Giddis
Director
Office of Contracts






Date

DRAFT






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<input type="checkbox"/>	 CFOPD-05-C-904 - Instant Tickets Products - Notice of Sole Source - DF.pdf View Download	Title: Notice of Intent to Award Sole Source Contract Extension -- Document No.: CFOPD-05-C-904 -- Due Date: February 8, 2013 -- POC: Carla Roane email: Carla.Roane@dc.gov Telephone: 202-442-6452	142k	v. 1	Jan 29, 2013, 4:57 PM	Doretha Johnson (OCFO)
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<input type="checkbox"/>	 CFOPD-07-C-056 - Universal COllection Services - Notice of Sole Source - DF - May June 2013.pdf View Download	Title: Intent to Award Sole Source Contract -- Determination & Findings for Universal Collection Services -- Document #: CFOPD-07-C-056 - - Due Date: April 25, 2013 -- POC: Peter Lloyd (email – peter.lloyd@dc.gov or telephone 202-442-6431)	105k	v. 1	Apr 15, 2013, 1:47 PM	Doretha Johnson (OCFO)
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		Services - Notice of Sole Source - DF.pdf View Download	Source Contract Extension - Determination and Findings for Copier Services -- Document #: CFOPD-08-C-009A -- Due Date: August 16, 2013 -- POC: Peter Lloyd (email – peter.lloyd@dc.gov or telephone 202-442-6431)				(OCFO)
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<input type="checkbox"/>	 CFOPD-13-C-002 - Research and Analysis Tax Consultant - Notice of Sole Source - DF.pdf View Download	Title: Intent to Award Sole Source Contract Extension - Determination and Findings for Research and Analysis Tax Consultant -- Document #: CFOPD-13-C-002 -- Due Date: October 13, 2012 -- POC: Peter Lloyd (email – peter.lloyd@dc.gov or telephone 202-442-6431)	110k	v. 1	Oct 11, 2012, 4:45 PM	Doretha Johnson (OCFO)
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<input type="checkbox"/>	 DCKV-2007-C-0001 -DMV	Title: Intent to Award Sole	161k	v. 1	Aug 7, 2013, 4:55 PM	Doretha Johnson

		Collections Services - Notice of Sole Source D&F.pdf View Download	Source Contract Extension -- Determination and Findings for Lock Box and Collection Services -- Document #: DCKV-2007-C-0001 -- Due Date: August 17, 2013 -- POC: Drakus Wiggins (email – drakus.wiggins@dc.gov telephone 202-442-7121)				(OCFO)
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<input type="checkbox"/>		RQ811523 - Reconfiguration of OTR Customer Service Call Center - Notice of Intent to Award Sole Source - DF.pdf View Download	Title: Intent to Award Sole Source Procurement Determination and Findings for Reconfiguration of OTR Customer Service Call Center -- Document#: RQ811523 -- Due Date: July 8, 2013 -- POC: Sharon Guilford (email – sharon.guilford@dc.gov)	18k	v. 1	Jun 27, 2013, 4:58 PM	Doretha Johnson (OCFO)
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<input type="checkbox"/>		RQ815623 - Cable Services - Notice of Sole Source	Title: Intent to Award Sole Source Procurement D&F --	16k	v. 1	Aug 8, 2013, 1:38 PM	Doretha Johnson (OCFO)

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