

## Intent to Award Sole Source Contracts

<b>Title</b>	Intent to Award Sole Source Contract Extension-Determination and Findings
<b>Notice Date</b>	<b>June 3, 2015</b>
<b>Response Due Date</b>	<b>June 13, 2015</b>
<b>Contract Number</b>	PO-GF-2010-C-1090-DJ
<b>Contract Description</b>	University of the District of Columbia Collection Services (Primary)  Description: The Government of the District of Columbia (District) Office of Finance and Treasury (OFT), Central Collections Unit (CCU) has an immediate need for a Contractor to provide Primary Collection Services with respect to student loan and tuition accounts.
<b>Vendor Name</b>	Continental Service Group d/b/a ConServe
<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 EXTENSION OF CONTRACT**

**CONTRACT NUMBER:** PO-GF-2010-C-1090-DJ  
**CONTRACTOR:** Continental Service Group d/b/a ConServe  
**CAPTION:** Primary Collection Services  
**PROGRAM AGENCY:** Office of Finance and Treasury, Central Collection Unit  
**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 Finance and Treasury (OFT), Central Collections Unit (CCU) has an immediate need for a Contractor to provide Primary Collection Services with respect to student loan and tuition accounts.

**3. ESTIMATED REASONABLE PRICE**

The estimated fair and reasonable price associated with and budgeted for the contract extension is \$20,000.00 from July1, 2015 through September 30, 2015. The estimated price is based on projected estimates in addition to previous and/or historic costs for the period of performance and the Contractor's pricing schedule.



## 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. Fortune, Esq., CPPO  
Director  
Office of Contracts

\_\_\_\_\_  
Date






DRAFT



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## FY15 Sole Source Procurements

<input type="checkbox"/>	 CFOPD-05-C-019 - 401(a) ING - Notice of Sole Source - DF2.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract Determination and Findings for 401(a) Defined Contribution Plan Services Document #: CFOPD-05-C-019 Due Date: February 27, 2015 POC: Anthony Stover (email – anthony.stover@dc.gov or telephone 202-442-7122)	265k	v. 1	Feb 18, 2015, 4:22 PM	Dorothy Whisler (OCFO)
<input type="checkbox"/>	 CFOPD-08-C-031A - Medicaid Audit Services - Williams, Adley & Company, LLP - Notice of Sole Source DF.docx.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract Extension - Determination and Findings for Medical Audit Services - Document #: CFOPD-08-C-031A - Due Date: April 19, 2015 - POC: Peter Lloyd (email – peter.lloyd@dc.gov telephone 202-442-6431)	3761k	v. 1	Apr 9, 2015, 4:11 PM	Dorothy Whisler (OCFO)
<input type="checkbox"/>	 CFOPD-08-C-031A - Medicaid Audit Services - Williams, Adley & Company, LLP - Notice of Sole Source DF.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract Extension - Determination and Findings for Medical Audit Services - Document #: CFOPD-08-C-031A - Due Date: April 19, 2015 - POC: Peter Lloyd (email – peter.lloyd@dc.gov telephone 202-442-6431)	3596k	v. 1	May 11, 2015, 9:41 AM	Doretha Johnson (OCFO)
<input type="checkbox"/>	 CFOPD-08-C-031B - Medicaid Audit Services - Bert Smith & Co - Notice of Sole Source DF.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract Extension - Determination and Findings for Medical Audit Services - Document #: CFOPD-08-C-031B - Due Date: April 19, 2015 - POC: Peter Lloyd (email – peter.lloyd@dc.gov telephone 202-442-6431)	3771k	v. 1	May 11, 2015, 10:00 AM	Doretha Johnson (OCFO)
<input type="checkbox"/>	 CFOPD-08-C-031B - Medicaid Audit Services - Bert Smith & Co - Notice of Sole Source - D&F.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract Extension - Determination and Findings for Medical Audit Services - Document #: CFOPD-08-C-031B - Due Date: April 19, 2015	3484k	v. 1	May 11, 2015, 10:00 AM	Doretha Johnson (OCFO)






- POC: Peter Lloyd (email – peter.lloyd@dc.gov telephone 202-442-6431)

<input type="checkbox"/>	 CFOPD-08-C-048 - ITS Maintenance Services - Revenue Solutions Inc - Notice of Sole Source Extension and DF.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract Extension Determination and Findings for ITS Maintenance Services Document #: CFOPD-08-C-048 Due Date: October 13, 2014 POC: Anthony A. Stover (email – anthony.stover@dc.gov or telephone 202-442-7122)	264k	v. 1	Oct 3, 2014, 1:52 PM	Drakus Wiggins
<input type="checkbox"/>	 CFOPD-09-C-004 - Printing and Publication Services - Notice of Sole Source Extension - DF.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract Extension -- Determination and Findings for Printing and Publication Services -- Document #: CFOPD-09-C-004 -- Due Date: June 23, 2014 -- POC: Peter Lloyd (email – peter.lloyd@dc.gov or telephone 202-442-6431)	1012k	v. 1	Oct 7, 2014, 4:20 PM	Doretha Johnson (OCFO)
<input type="checkbox"/>	 CFOPD-09-C-004 -Printing Services-Notice of Sole Source Extension.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract Determination and Findings for Printing Services -- Document #: CFOPD-09-C-004 -- Due Date: March 20, 2015 -- POC: Norman Townsel (email – norman.townsel3@dc.gov or telephone 202-442-6347)	2036k	v. 1	Mar 10, 2015, 5:46 PM	Doretha Johnson (OCFO)
<input type="checkbox"/>	 CFOPD-09-C-014A - 401a, 457b and OPEB Trust Fund Consulting Services - Segal Advisors - Notice of Sole Source D&F.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source D&F – 401(a) & 457(b) Retirement Plans & Post Retirement Health Benefits Fund Consulting Services - Document #: CFOPD-09-C-014A - Due Date: October 9, 2014 @ 2:00 pm EST - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone (202-442-6431)	1060k	v. 1	Sep 30, 2014, 5:02 PM	Doretha Johnson (OCFO)
<input type="checkbox"/>	 CFOPD-09-C-014A - 401(a), 457(b) and OPEB Trust Fund Consulting Services - Segal Advisors - Notice of Sole Source D&F.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Extension D&F – Preparation and Compilation of Financial Statements for 401(a) and 457(b) Retirement Plans 529 College Savings Plan - Document #: CFOPD-11-C-013 -	3425k	v. 2	Sep 23, 2015, 2:43 PM	Doretha Johnson (OCFO)

Due Date: October 3, 2015 @  
2:00 pm EDT - POC: Peter Lloyd  
(email: peter.lloyd@dc.gov or  
telephone (202-442-6431)






<input type="checkbox"/>	 CFOPD-09-C-014B - 529 College Savings Plan Consultant Services - Winston Lowe LLC - Notice of Sole Source Extension DF.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract Extension -- Determination and Findings for 529 College Savings Plan Financial Advisory and Investment Consulting Services -- Document #: CFOPD-09-C-014B -- Due Date: August 20, 2015 -- POC: Peter Lloyd (email – peter.lloyd@dc.gov or telephone 202-442-6431)	3418k	v. 1	Aug 10, 2015, 3:57 PM	Drakus Wiggins
<input type="checkbox"/>	 CFOPD-09-C-023 - Master Trust Custodian Services - State Street Bank Trust - Notice of Sole Source Extension DF.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award a Sole Source Extension – Determination and Findings for Master Trust Custodian Services – Document # CFOPD-09-C-023 – Due Date: August 23, 2015 – POC: Peter Lloyd (email – Peter.Lloyd@DC.Gov – telephone 202-442-6431)	3563k	v. 1	Aug 13, 2015, 9:34 AM	Drakus Wiggins
<input type="checkbox"/>	 CFOPD-09-C-034 - Audit Services - FS Taylor - Notice of Sole Source Extension and DF-.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract Determination and Findings for Lottery Audit Services -- Document #: CFOPD-09-C-034 -- Due Date: November 14, 2014 -- POC: Anthony Stover (email – anthony.stover@dc.gov or telephone 202-442-7122)	265k	v. 1	Nov 5, 2014, 4:43 PM	Doretha Johnson (OCFO)
<input type="checkbox"/>	 CFOPD-10-C-017 - Alias Matching Services - Financial Management Services Investment Corp - Notice of Sole Source Extension DF.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract Determination and Findings for Alias Matching Services -- Document #: CFOPD-10-C-017 -- Due Date: November 16, 2014 -- POC: Norman Townsel (email – Norman.townsel3@dc.gov or telephone 202-442-6347)	76k	v. 1	Nov 6, 2014, 1:03 PM	Drakus Wiggins
<input type="checkbox"/>	 CFOPD-10-C-039A - Unclaimed Property Examination and Auditing Services - Verus Financial LLC - Notice of Sole Source D&F.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source D&F – Unclaimed Property Examination and Auditing Services - Document #: CFOPD-10-C-039A - Due Date: May 29, 2015 @ 5:00 pm EDT -	3288k	v. 2	May 19, 2015, 5:04 PM	Doretha Johnson (OCFO)

POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone (202-442-6431))

<input type="checkbox"/>	 CFOPD-10-C-040 - Unclaimed Property Management System - Wagers & Associates, Inc. - Intent to Award Sole Source Extension.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award a Sole Source Extension – Determination and Findings for Unclaimed Property Management System – Document # CFOPD-10-C-040 - - Due Date: September 12, 2015 -- POC: Peter Lloyd (email – Peter.Lloyd@DC.Gov – telephone 202-442-6431)	3262k	v. 1	Sep 2, 2015, 8:11 AM	Doretha Johnson (OCFO)
<input type="checkbox"/>	 CFOPD-10-C-042 IBM Parts and Products - Intent to Award a Sole Source Extension.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract Extension - Determination and Findings for IBM Parts and Products - Document #: CFOPD-10-C-042 - Due Date: May 4, 2015 - POC: Crystal Farmer-Linder (email – crystal.farmer-Linder2@dc.gov telephone 202 442-6424)	324k	v. 1	Apr 24, 2015, 4:18 PM	Drakus Wiggins
<input type="checkbox"/>	 CFOPD-10-C-045 - SOAR Hosting and Maintenance - Oracle America Inc - Intent of Award Sole Source Extension DF.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award a Sole Source Extension – Determination and Findings for SOAR Hosting and Maintenance – Document # CFOPD-10-C-045 – Due Date: August 17, 2015 – POC: Peter Lloyd (email – Peter.Lloyd@DC.Gov – telephone 202-442-6431)	3423k	v. 1	Aug 7, 2015, 4:45 PM	Drakus Wiggins
<input type="checkbox"/>	 CFOPD-11-C-013 - Preparation and Compilation of Financial Statements for 401(a), 457(b) and 529 Plans - Bert Smith & Co - Notice of Sole Source D&F.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Extension D&F – Preparation and Compilation of Financial Statements for 401(a) and 457(b) Retirement Plans 529 College Savings Plan - Document #: CFOPD-11-C-013 - Due Date: October 9, 2015 @ 2:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone (202-442-6431))	3582k	v. 1	Sep 29, 2015, 5:12 PM	Doretha Johnson (OCFO)
<input type="checkbox"/>	 CFOPD-11-C-015 - Audit of 529 Plan and Prep of OPEB Financial Statements - Regis & Associates - Notice of Sole Source D&F.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Extension D&F – Preparation and Compilation of Financial Statements for OPEB (Other Post Employment Benefits) Trust and Audit of the	3592k	v. 1	Sep 29, 2015, 5:14 PM	Doretha Johnson (OCFO)



Financial Statements for the 529 College Savings Plan - Document #: CFOPD-11-C-015 - Due Date: October 9, 2015 @ 2:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone (202-442-6431)

<input type="checkbox"/>	 DCKV-2007-C-0001 - Lockbox and Collection Services - Notice of Sole Source DF .pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract Extension – Determination and Findings for Lock Box and Collection Services Document No.: DCKV-07-C-0001 Due Date: August 21, 2015 POC: Carla Roane email: Carla.Roane@dc.gov Telephone: 202-442-6452	2196k	v. 1	Aug 11, 2015, 4:20 PM	Drakus Wiggins
<input type="checkbox"/>	 Intent to Award Sole Source - RQ882723.pdf <a href="#">View</a> <a href="#">Download</a>	Determination and Findings for Property Management Services – Document # RQ882723 –Due Date January 19, 2015 – POC: Sharon Guilford (email – Sharon.guilford@dc.gov or telephone 202-442-8070).	47k	v. 1	Jan 14, 2015, 12:50 PM	Dorothy Whisler (OCFO)
<input type="checkbox"/>	 PO-GF-2010-C-1089-DJ - UDC Universal Collection Services Secondary - Williams & Fudge Inc - Notice of Sole Source D&F.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 (Secondary) - Document #: PO-GF-2010-C-0189-DJ - Due Date: July 17, 2015 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone 202-442-6431)	3437k	v. 1	Jul 7, 2015, 3:18 PM	Drakus Wiggins
<input type="checkbox"/>	 PO-GF-2010-C-1090-DJ - UDC Universal Collection Services Primary - ConServe - Notice of Sole Source DF.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: June 13, 2015 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone (202-442-6431)	3430k	v. 1	Jun 3, 2015, 3:50 PM	Drakus Wiggins
<input type="checkbox"/>	 PO-GF-2010-C-1090-DJ - UDC Universal Collection Services Primary - ConServe - Notice of Sole Source D&F.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 18, 2015 @ 5:00 pm	3336k	v. 1	Sep 8, 2015, 12:56 PM	Doretha Johnson (OCFO)

EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone 202-442-6431)

<input type="checkbox"/>	 RQ878535 - Professional Services - Intent to Award Sole Source.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Procurement – Determination and Findings for Professional Services – Document #: RQ878535 – Due Date: December 13, 2014 – POC: Sharon Guilford (email – Sharon.guilford@dc.gov or telephone 202-442-8070).	51k	v. 1	Dec 3, 2014, 4:54 PM	Doretha Johnson (OCFO)
<input type="checkbox"/>	 RQ883802 - Lease & Maintenance-Xerox - Intent to Award Sole Source.pdf <a href="#">View</a> <a href="#">Download</a>	Title: Intent to Award Sole Source Contract -- Determination and Findings for Lease and Maintenance on Xerox copiers -- Document # RQ883802 -- Due Date February 20, 2015 -- POC: Sharon Guilford (email – Sharon.guilford@dc.gov or telephone 202-442-8070)	1344k	v. 1	Feb 11, 2015, 12:01 PM	Doretha Johnson (OCFO)
<input type="checkbox"/>	 RQ901154 - Intent to Award Sole Source.pdf <a href="#">View</a> <a href="#">Download</a>	Intent to Award Sole Source Procurement – Determination and Findings for network and telephone services – Document # RQ901154 – Due Date August 24, 2015 – POC Sharon.Guilford@dc.gov or telephone 202-442-8070).	57k	v. 1	Aug 14, 2015, 3:08 PM	Dorothy Whisler (OCFO)
<input type="checkbox"/>	 RQ901157 - Intent to Award Sole Source.pdf <a href="#">View</a> <a href="#">Download</a>	Intent to Award Sole Source Procurement – Determination and Findings for Catering Services – Document RQ901157 – Due date August 24, 2015 – POC Sharon Guilford (email – Sharon.Guilford@dc.gov or telephone 202-442-8070).	57k	v. 1	Aug 14, 2015, 3:07 PM	Dorothy Whisler (OCFO)
<input type="checkbox"/>	 RQ901160 - Intent to Award Sole Source.pdf <a href="#">View</a> <a href="#">Download</a>	Intent to Award Sole Source Procurement – Determination and Findings for Audio and Video Services – Document # RQ901160 – Due Date August 24, 2015 – POC: Sharon Guilford (email – Sharon.guilford@dc.gov or telephone 202-442-8070).	57k	v. 1	Aug 14, 2015, 3:09 PM	Dorothy Whisler (OCFO)

## Comments

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