

Intent to Award Sole Source Contract

Title	Intent to Award Sole Source Contract -Determination and Findings
Notice Date	October 7, 2019
Response Due Date	October 17, 2019
Contract Number	CFOPD-15-C-001
Contract Description	<p>IT Technical Support Services</p> <p>Description:</p> <p>The Office of the Chief Financial Officer (“OCFO”) for the District of Columbia (“District”) and the Office of Contracts on behalf the Office of the Chief Information Officer (OCIO) requires a qualified company to provide IT technical support personnel and Electronic Taxpayer Service Center (eTSC) hosting in support of the Integrated Tax System (ITS) of the Government of the District of Columbia (District).</p>
Vendor Name	Revenue Solutions, Inc. (RSI)
Procuring Agency	Office of the Chief Financial Officer, Office of Contracts
Point of Contact	<p>Peter Lloyd</p> <p>peter.lloyd@dc.gov</p> <p>202-442-6431</p>

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

CONTRACT NUMBER: CFOPD-15-C-001

CONTRACTOR: Revenue Solutions, Inc. (RSI)

CAPTION: IT Technical Support Services

PROGRAM AGENCY: Office of the Chief Information Officer
(OCIO)

CONTRACTING AGENCY: Office of Contracts

1. AUTHORIZATION

D.C. Official Code §2-354.04; 27 DCMR 1304, 1700, 1701 and 2005.2(b)

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 Office of the Chief Information Officer (OCIO) requires a qualified company to provide IT technical support personnel and Electronic Taxpayer Service Center (eTSC) hosting in support of the Integrated Tax System (ITS) of the Government of the District of Columbia (District).

3. ESTIMATED REASONABLE PRICE

The contract amount is \$250,000. The contractor’s pricing was determined fair and reasonable based on market research and historical data gathered and analyzed by the Office of the Chief Information Officer.

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

Revenue Solutions, Inc. (RSI) is the incumbent Contractor and has satisfactorily provided the required services for five (5) years under contract CFOPD-15-C-001. The contract was competitively awarded on October 20, 2014 to Revenue Solutions, Inc. 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.

Functional knowledge of the Real Property billing process and functions, Tax Sale, Business improvement Districts and multiple online application processes such as Income and Expense, Homestead requests and cancellation, payment processes and CAFR processes, is required to effectively support this contract. Many of these processes have been developed by the existing vendor.

This maintenance and support and hosting are the services needed to ensure there is no interruption to the District's ability to bill and collect real property taxes annually, and there is no interruption to taxpayer's ability to transact with the District Office of Tax and Revenue before we transition to a new system.

The District has a critical need for uninterrupted services for these IT Support Services 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 Revenue Solutions, Inc. has agreed to continue services based on existing contract pricing.

Therefore, it is necessary to extend the contract through October 19, 2020 to facilitate and allow continuity of these critical IT Support Services for the District.

The Office of Contracts expects to award a new contract for these services on or before October 19, 2020.

5. **CERTIFICATION BY AGENCY HEAD**

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

Alok Chadda
Chief Information Officer

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.

Anthony A. Stover, 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 the District is justified in using the sole source method of procurement.

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

Date

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<input type="checkbox"/>	 Notice of Intent and DF for Sole Source - Contract CFOPD-15-C-001 - ITS Support Svcs - Revenue Solutions, Inc.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – ITS Support Services - Document #: CFOPD-15-C-001- Due Date: October 17, 2019 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	2576k	v. 1	Oct 7, 2019, 4:41 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 Notice of Intent and DF for Sole Source - Contract CFOPD-15-C-015 - Call Center Upgrade S&M - Aspect.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – Call Center Upgrade, Maintenance and Support Services - Document #: CFOPD-15-C-015- Due Date: March 15, 2020 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	3065k	v. 1	Mar 5, 2020, 4:57 PM	Chrishelle Minor (OCFO)
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<input type="checkbox"/>	 Notice of Intent DF for Sole Source - CFOPD-13-C-011 - Universal Collection Svcs	Title: Intent to Award Sole Source Determinations and Findings – Universal Tax	142k	v. 1	Apr 20, 2020, 2:44 PM	Chrishelle Minor (OCFO)

Secondary - MuniServices.pdf
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Collection Services / Secondary
- Document #: CFOPD-13-C-011- Due Date: April 30, 2020 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)



Notice of Sole Source DF - RK159098 - SYEP Debit Card Services - US Bank.pdf
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Title: Intent to Award Sole Source Determinations and Findings – SYEP Debit Card Services - Document #: RK159098- Due Date: August 30, 2020 @ 5:00 pm EDT - POC: Tonya Mills (email: Tonya.Mills1@dc.gov or telephone: 202-727-4077)

94k

v. 1

Aug 20, 2020, 1:53 PM

Chrishelle Minor (OCFO)

Comments

You do not have permission to add comments.