

COUNCIL CONTRACT SUMMARY

Pursuant to Section 202(c) of the Procurement Practices Reform Act of 2010, as amended; D.C. Official Code §2-352.02(c), the following contract summary is provided.

(1) The proposed contractor, the names of the contractor's principals, contract amount, unit and method of compensation, contract term, type of contract and source selection method:

- **Proposed Prime Contractor:** Harris & Harris, Ltd.
- **Proposed Contractor's Principal(s):** David Peters and Doug Black
- **Subcontractor:** Toucan Printing & Promotional Products, Inc.
- **Contract Amount:** The proposed contract amount for the base period is \$3,794,822.81. The proposed amount for each option period is as follows: Option Period 1 is \$5,165,698.09, Option Period 2 \$5,422,032.97, Option Period 3 is \$5,691,184.57, Option Period 4 is \$5,973,793.89 Option Period 5 is \$6,270,533.53, and Option Period 6 is \$6,582,110.23. The contract amount for the option periods differs from the contract amount for the base period because the option periods include the contractor's pricing for secondary delinquent debt collections should the District convert to in-house primary collections and the option periods include a yearly increase in the estimated amount collected by the contractor.
- **Unit and method of compensation:** United States Dollars (USD) in accordance with Section B, Pricing, of the contract.
- **Contract Term:** The contract has a base period of one (1) year with six (6) one (1) year option periods.
- **Contract Type:** Requirements
- **Source Selection Method:** Competitive Sealed Proposals

(2) The goods or services to be provided, the methods of delivering goods or services, and any significant program changes reflected in the proposed contract:

The purpose of the proposed contract action is to allow Harris & Harris, Ltd. (Harris & Harris) to provide primary collection services and an accounts receivable system for delinquent debt collection of non-tax debts owed to the Government of the District of Columbia.

The deliverables are approved by the COTR in accordance with Sections B and C of the contract.

(3)(A) The selection process, including the number of offerors, the evaluation criteria, and the evaluation results, including price, technical or quality, and past-performance components:

This was a competitive request for proposal procurement. There were six (6) proposals submitted in response to the solicitation. All six companies were determined to be in the competitive range. The Technical Proposal was worth 80 points; and the Pricing Proposal was worth 20 points for a total of 100 points. The proposals were evaluated based on technical approach, system usability, technical expertise and experience and past performance, and price. Harris & Harris received the highest scoring.

- (3)(B) If the contract was awarded on a sole-source basis, include the date on which a competitive procurement for the goods or services to be provided under the contract was last conducted, the date of the resulting award, and a detailed explanation of why a competitive procurement is not feasible.**

The contract was not awarded on a sole-source basis.

- (3A) A description of any bid protest related to the award of the contract, including whether the protest was resolved through litigation, withdrawal of the protest by the protestor, or voluntary corrective action by the District, and the identity of the protestor, grounds alleged in the protest and any deficiencies identified by the District as a result of the protest:**

There was no protest filed related to the award of this contract.

- (3B) A description of any other contracts the proposed contractor is currently seeking or holds with the District:**

Harris & Harris also currently holds Contract No. CFOPD-24-C-015 for Universal Tax Collection Services (Primary) with the District and Contract No. CFOPD-19-C-003 for Delinquent Debt Collection Services with the District.

- (4) The background and qualifications of the proposed contractor, including its organization, financial stability, personnel, and performance on past or current government or private-sector contracts with requirements similar to those of the proposed contract:**

Since 1968, Harris & Harris has been collecting debt for government agencies, utility services and healthcare facilities. Harris & Harris maintains the requisite of state and local licenses nationwide. Harris & Harris has personnel with extensive knowledge and expertise in providing delinquent debt collection services. The level of expertise of the personnel is demonstrated in the resumes and technical proposal submitted by Harris & Harris and the services being performed on the subject contract. Harris & Harris has demonstrated financial stability and satisfactory ratings in its March 12, 2025, Dun & Bradstreet (D&B) Report. Harris & Harris has a satisfactory record of past performance with the District and its personnel performing on the current contract have been approved by OCFO.

- (4A) A summary of the subcontracting plan required under D.C. Code § 2-218.01 et seq., including a certification by the District that the subcontracting plan meets the minimum requirements and the dollar volume of the portion of the contract to be subcontracted, in both total dollars and as a percentage of the total contract amount:**

Harris & Harris submitted a subcontracting plan that subcontracts a total of 35% of the dollar value of the contract to a certified small business enterprise. The total amount of the contract is \$3,794,822.81. Harris & Harris will subcontract a total amount of \$1,328,187.98 of that amount to certified small business enterprises. The subcontracting plan submitted meets the minimum requirements under D.C. Code § 2-218.01 et seq.

- (5) Performance standards and expected outcomes of the proposed contract:**

The contract shall be performed as defined in Section C of the contract.

(5A) The amount and date of any expenditure of funds by the District pursuant to the contract before its submission to the Council for approval:

There have been no expenditures to date.

(6) A certification that the proposed contract is within the appropriated budget authority for the agency for the fiscal year and is consistent with the financial plan and budget adopted in accordance with D.C. Official Code §§ 47-392.01 and 47-392.02:

The funding certification is included in this Council package.

(7) A certification that the proposed contract is legally sufficient, including whether the proposed contractor has any currently pending legal claims against the District:

Legal Sufficiency is provided in this Council package.

(8) A certification that the Citywide Clean Hands Database indicates that the proposed contractor is current with its District taxes. If the Citywide Clean Hands Database indicates that the proposed contractor is not current with its District taxes, (1) a certification that the contractor has worked out and is current with a payment schedule approved by the District or (2) a certification that the contractor will be current with its District taxes after the District recovers any outstanding amount pursuant to D.C. Official Code §2-353.01(a)(9).

The Clean Hands compliance document is included in this Council package.

(8A) A certification from the proposed contractor that it is current with its federal taxes, or has worked out and is current with a payment schedule approved by the federal government:

The Contractor has certified that it is current with its federal taxes.

(8B) A certification that the proposed contractor has not been determined to be in violation of D.C. Official Code § 1-1163.34a, and a certification from the proposed contractor that it currently is not and will not be in violation of D.C. Official Code § 1-1163.34a:

The Contractor has certified that it has not been determined to be in violation of D.C. Official Code § 1-1163.34a, and that it currently is not and will not be in violation of D.C. Official Code § 1-1163.34a.

(9) The status of the proposed contractor as a certified local, small, or disadvantaged business enterprise, as defined in the Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005, effective October 20, 2005 (D.C. Law 16-33; D.C. Official Code § 2-218.01 *et seq.*):

Harris & Harris is not a Certified Business Enterprise (CBE). Harris & Harris has one (1) CBE contractor working on this contract; Toucan Printing & Promotional Products, Inc. The CBE certification is included in the Council package.

(10) Other aspects of the proposed contract that the CPO considers significant:

None.

(11) A statement indicating whether the proposed contractor is currently debarred from providing services or goods to the District or federal government, the dates of the debarment, and the reasons for debarment:

Harris & Harris does not appear on the Federal Excluded Parties List System (EPLS), or the District Excluded Parties List.

(11A) Any determination and findings issued in relation to the contract's formation, including any made using the privatization procedures under D.C. Code § 2-352.05:

All determination and findings issued in relation to the contract formation are included in this package.

(12) Where the contract, and any amendments or modifications, if executed, will be made available online:

The contract and all amendments and modifications shall be available online at the following website address: <https://dc.cobblestonesystems.com/public/default.aspx>

(13) Where the original solicitation, and any amendments and modifications will be made available online:

The original solicitation and any amendments and modification shall be available online at the following website address: <https://dc.cobblestonesystems.com/public/default.aspx>



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