

Intent to Award Sole Source Contracts

Title	Intent to Award Sole Source Contract Extension-Determination and Findings
Notice Date	September 10, 2024
Response Due Date	September 20, 2024
Contract Number	CFOPD-19-SP-004
Contract Description	<p>Investment Consultant Services for the DC College Savings Plan and DC ABLE Program</p> <p>Description: The Office of the Chief Financial Officer (“OCFO”) for the District of Columbia (“District”) and the Office of Contracts on behalf of the Office of Finance and Treasury (OFT), has an immediate need for continuing the consultant services regarding the District’s 529 College Savings Plan and ABLE Program. The Consulting Services consist of conducting quarterly investment analysis, updating the Plan’s Investment Policy Statements, reviewing the Plan’s investment Menu, and conducting investment manager Searches.</p>
Vendor Name	Maketa Investment Group, Inc.
Procuring Agency	Office of Finance and Treasury, Office of Contracts
Point of Contact	Anthony A. Stover, Contracting Officer Anthony.stover@dc.gov 202-442-7122

**Government of the District of Columbia
Office of Finance and Treasury
Determination and Findings
for a
SOLE SOURCE EXTENSION OF CONTRACT**

CONTRACT NUMBER: CFOPD-19-SP-004

CONTRACTOR: Maketa Investment Group, Inc.

CAPTION: Investment Consultant Services for the DC College Savings Plan and DC ABLE Program

PROGRAM AGENCY: Office of Finance and Treasury (OFT)

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”) for the District of Columbia (“District”) and the Office of Contracts on behalf of the Office of Finance and Treasury (OFT), has an immediate need for continuing the consultant services regarding the District’s 529 College Savings Plan and ABLE Program.

3. ESTIMATED REASONABLE PRICE

The estimated fair and reasonable contract amount for the base period from October 1, 2024, through September 30, 2025, is not-to-exceed \$76,000.00 dollars. The Contractor’s pricing was determined fair and reasonable based on market research gathered by the Office of Finance and Treasury (OFT).

4. FACTS WHICH JUSTIFY SOLE SOURCE EXTENSION OF CONTRACT

Maketa Investment Group, Inc. is the incumbent Contractor and has satisfactorily provided the required services for over Six (6) years under Contract CFOPD-19-SP-004. The contract was awarded on April 17, 2019, with a Five (5) month base period and Four (4) One (1) year Option Periods. The contract was modified on September 23, 2023, to extend the term of the contract for a One (1) year period of October 1, 2023, to

September 30, 2024. The funding for this extension was in the not to exceed amount of \$76,000.00.

The Office of Finance and Treasury has a critical need to maintain uninterrupted Investment Consultancy Services for the DC College Savings Plan and DC ABLE Program, furnished and administrated by Maketa Investment Group, Inc. as it is an intrinsic and integral part of the OCFO's commitment to the District to establish the College Savings Plan for the District as a Service. In addition, due to the institutional and confidential knowledge that Maketa Investment Group, Inc. gained acting as a consultant in the areas of assisting the District with the preparation of evaluation reports of the funds in the DC College Savings Plan and DC ABLE Programs as well as updating the Plan's Investment Policy Statement, it is necessary and prudent to award a Sole Source contract to Maketa Investment Group, Inc. to allow for continuity of services and execution of a new DC College Savings Plan and ABLE Program.

Maketa Investment Group, Inc. is the only Contractor with historic knowledge and capacity to provide continuous and uninterrupted services for the Investment Consultant Services for the DC College Savings Plan and ABLE Program currently. To facilitate the new acquisition of the College Savings Plan and DC ABLE Program, the contract shall be extended through September 30, 2025.

5. **CERTIFICATION BY AGENCY HEAD**

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

Carmen Pigler
District Treasurer/Deputy Chief Financial Officer

Date

6. **CERTIFICATION BY CONTRACTING OFFICER**

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

Anthony A. Stover, CPPO
Contracting Officer

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.

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

Date

DRAFT