

Notice of Sole Source Contract Extension

Title	Intent to Award Sole Source Contract Extension-Determination and Findings
Notice Date	October 12, 2016
Response Due Date	October 22, 2016
Contract Number	CFOPD-11-C-015
Contract Description	Financial and Investment Advisory Services Description: The Government of the District of Columbia (District) Office of Finance and Treasury (OFT) has an immediate need for a high quality and expert Contractor possessing sound knowledge and experience in financial and investment advisory services and project execution for the Preparation and Compilation of the Financial Statements for OPEB (Other Post Employment Benefits) Trust and the audit of the Financial Statements of the 529 College Savings Plan
Vendor Name	Regis & Associates, PC
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-11-C-015
CONTRACTOR: Regis & Associates, PC
CAPTION: Financial and Investment Advisory Consulting Services
PROGRAM AGENCY: Office of Finance and Treasury
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) has an immediate need for a high quality, expert Contractor possessing sound knowledge and experience in financial and investment advisory services and project execution assistance for the Preparation and Compilation of the Financial Statements for the OPEB (Other Post Employment Benefits) Trust and the audit of the Financial Statements of the 529 College Savings Plan. The Contractor's company shall be a registered investment advisor and/or broker/dealer with the SEC under the Investment Act of 1940. The Contractor shall work in conjunction with District staff members to make sure that all requirements are implemented.

3. **ESTIMATED REASONABLE PRICE**

There is a \$110,000 cost associated with this extension from October 27, 2016 through October 26, 2017. Price has been determined to be reasonable based on previous competitive pricing submitted at the time of the initial award. The same contract pricing remains during this extension period.

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

Regis & Associates, PC was awarded Contract No. CFOPD-11-C-015 to provide quality financial advisory and project execution services for the Preparation and Compilation of the Financial Statements for the OPEB (Other Post Employment Benefits) Trust and the audit of the Financial Statements of the 529 College Savings Plan. The contract term ends October 26, 2016. The Office of Finance and Treasury is in the process of developing a Request for Proposals to select a new contract award based on latest trends in the financial advisory and investment industry. The award will be made with an anticipated contract effective date of or before October 27, 2017. The District has a critical need for uninterrupted services due to the nature of the OPEB (Other Post Employment Benefits) Trust and 529 College Savings Plan and DC Government Legislation, and Regis & Associates, PC is the only vendor with the capacity to provide immediate and consistent services. Due to Regis & Associates, PC's capacity for these services, a market survey was not conducted. Therefore, it is necessary to potentially extend the contract through October 26, 2017, to allow for continuity of service for the Office of Finance and Treasury and to allow time for the execution of a new contract award.

5. **CERTIFICATION BY AGENCY HEAD**

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

Jeffrey Barnette
Treasurer and Deputy Chief Financial Officer
Office of Finance and Treasury

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, 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 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).

Dorothy Whisler Fortune, Esq., CPPO
Director
Office of Contracts

Date

DRAFT

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<input type="checkbox"/>	 CFOPD-10-C-040 - Unclaimed Property Management System - Wagers & Associates - Notice of Sole Source Extension and DF.pdf View Download	Title: Intent to Award Sole Source D&F – Unclaimed Property Management System - Document #: CFOPD-10-C-40 - Due Date: July 30, 2017 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	3623k	v. 2	Jul 20, 2017, 4:21 PM	Chrishelle Minor (OCFO)
<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 View Download	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 13, 2016 @ 3:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone (202-442-6431)	3508k	v. 1	Oct 3, 2016, 3:21 PM	Chrishelle Minor (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 View Download	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 Financial Statements for the 529 College Savings Plan - Document #: CFOPD-11-C-015 - Due Date: October 22, 2016 @ 2:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone (202-442-6431)	3638k	v. 1	Oct 12, 2016, 3:10 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 CFOPD-11-C-043 - Unclaimed Property Custody and Accounting servicesm - Xerox State and Local Solutions, Inc. - Modification 5 Sole Source DF.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – Unclaimed Property Custody and Accounting services - Document #: CFOPD-11-C-043 - Xerox State and Local Solutions, Inc. - Due Date: November 7, 2016 @ 5:00 pm EST - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431	3521k	v. 1	Oct 27, 2016, 4:57 PM	Anthony Stover (OCFO)

<input type="checkbox"/>	 CFOPD-11-C-043 - Unclaimed Property Custody and Accounting services - Xerox State and Local Solutions, Inc. - Modification 6 Sole Source DF.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – Unclaimed Property Custody and Accounting services - Document #: CFOPD-11-C-043 - Xerox State and Local Solutions, Inc. - Due Date: September 2, 2017 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431	3594k	v. 1	Aug 23, 2017, 4:21 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 CFOPD-12-C-012 - Audit Services for Parent Subsidiary Brother Sister Corporation Services - Notice of Sole Source DF.pdf View Download	Title: Intent to Award Sole Source Contract Extension – Determination and Findings for Audit of Parent - Subsidiary and Brother - Sister Corporations Document #: CFOPD-12-C-012 Due Date: August 3, 2017 POC: Crystal Farmer-Linder email: crystal.farmer-linder2@dc.gov Telephone: 202-442-6424	256k	v. 1	Jul 25, 2017, 3:17 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 CFOPD-12-C-015 - Lottery Draw Services - Scientific Games International Inc - Notice of Sole Source Extension and DF - Modification 9.pdf View Download	Title: Intent to Award Sole Source Contract Extension – Determination and Findings for Lottery Draw Services Document #: CFOPD-12-C-015 - Scientific Games International, Inc. - Due Date: September 3, 2017 POC: Peter Lloyd (email: peter.lloyd@dc.gov Telephone: 202-442-6431)	3740k	v. 1	Aug 24, 2017, 2:07 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 CFOPD-12-C-034 - Collection Services for United Medical Center - Nationwide Recovery Service, Inc. - Notice of Sole Source Extension and DF (2).pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – United Medical Center Collection Services (primary) - Document #: CFOPD-12-C-034 - Due Date: August 26, 2017 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431	3571k	v. 1	Aug 16, 2017, 3:07 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 CFOPD-12-C-034 - Collection Services for United Medical Center - Nationwide Recovery Service, Inc. - Notice of Sole Source Extension and DF.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – United Medical Center Collection Services (primary) - Document #: CFOPD-12-C-034 - Due Date: July 1, 2017 @ 5:00 pm EDT - POC: Peter Lloyd (email:	3614k	v. 1	Jun 21, 2017, 3:06 PM	Chrishelle Minor (OCFO)

peter.lloyd@dc.gov or
telephone: 202-442-6431

<input type="checkbox"/>	 CFOPD-17-C-039 - 529 Post Conversion Services - Boston Financial Data Services - Notice for Sole Source DF.pdf View Download	Title: Intent to Award Sole Source DF - 529 Post Conversion Services - Boston Financial Data Services Document #: CFOPD-17-C-039 Due Date: August 24, 2017 POC: Yemarshet Kebede email: yemarshet.kebede@dc.gov Telephone: 202-727-6321	321k	v. 1	Aug 14, 2017, 11:12 AM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 DCKV-2007-C-0001 - Lockbox and Collection Services - Notice of Sole Source DF.pdf View Download	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: May 26, 2017 POC: Carla Roane email: Carla.Roane@dc.gov Telephone: 202-442-6452	3755k	v. 1	May 16, 2017, 4:37 PM	Drakus Wiggins
<input type="checkbox"/>	 PO-GF-2010-C-1089-DJ - UDC Collection Services Secondary - Williams & Fudge Inc - D&F for Sole Source extension.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – University of the District of Columbia Collection Services (secondary) - Document #: PO-GF-2010-C-1089-DJ Collection Services - Due Date: July 30, 2017 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	3464k	v. 3	Jul 20, 2017, 4:08 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 PO-GF-2010-C-1090-DJ - UDC Universal Collection Services Primary - ConServe - Notice of Sole Source DF for Modification 13.pdf View Download	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 11, 2016 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone (202-442-6431)	3401k	v. 1	Jun 1, 2017, 4:10 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 PO-GF-2010-C-1090-DJ - UDC Universal Collection Services Primary - ConServe - Notice of Sole Source DF for Modification 14.pdf View Download	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: July 30, 2017 @ 5:00 pm EDT - POC: Peter Lloyd (email:	3454k	v. 1	Jul 20, 2017, 4:09 PM	Chrishelle Minor (OCFO)

peter.lloyd@dc.gov or telephone
(202-442-6431)

<input type="checkbox"/>	W	RQ963672 - Professional Services – Projection Presentation Technology - Intent to Award Sole Souce.docx View Download	Title Intent to Award Sole Source Procurement-Determination and Findings for IT and AV Services- Document # RQ963672 - Due Date August 17, 2017 – POC Sharon Guilford (email – Sharon.guilford@dc.gov or telephone 202-442-8070)	20k	v. 1	Aug 15, 2017, 11:57 AM	Chrishelle Minor (OCFO)
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Comments

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