

Intent to Award Sole Source Contracts

Title	Intent to Award Sole Source Contract Extension-Determination and Findings
Notice Date	June 13, 2014
Response Due Date	June 23, 2014
Contract Number	CFOPD-09-C-004
Contract Description	Printing Services Description: The Government of the District of Columbia (District) Office of Financial Operations and Systems (OFOS) has an immediate need for a high quality Contractor possessing sound knowledge and experience in publishing designed, bound reports and producing CD ROMs.
Vendor Name	Balmar, Inc.
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-09-C-004
CONTRACTOR: Balmar, Inc.
CAPTION: Printing Services
PROGRAM AGENCY: Office of Budget and Planning
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 Budget and Planning (OBP) has an immediate need for a high quality Contractor possessing sound knowledge and experience in publishing designed, bound reports and producing CD ROMs. The Contractor must present a flexible printing schedule in working with the Office of Budget and Planning and the Office of Financial Operations and Systems. The schedule shall include nights and weekends in presenting drafts of the Budget for review and to format and print the final report as specified by the District. The Contractor must be able to meet the strict timelines for the District and be able to deliver the final reports on time and within costs. The Contractor shall work cooperatively and coordinate face-to-face meetings and telephone meetings, and meet schedule and delivery deadlines throughout the extension. The Contractor must be able to accept files transmitted by FTP site.

3. ESTIMATED REASONABLE PRICE

There is no cost associated with this extension from July 1, 2014 through September 30, 2014. The estimated price for the original period of performance is not impacted by this extension, the projected expenditure or the contractor's price schedule.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT

Balmar, Inc. was awarded Contract No. CFOPD-09-C-004 to provide quality printing and publishing services. The contract term ends June 30, 2014. In preparation for a replacement contract, the Office of Budget and Planning and the Office of Financial Operations and Systems are developing requirements based on latest trends in the printing/publishing industry. The improved requirements will be procured through a competitive process with an anticipated contract effective date of October 1, 2014. The District has a critical need for uninterrupted services due to the OCFO, DC Council and U.S. Congress deadlines for the Comprehensive Annual Financial Report and the Annual Budget Books and Balmar, Inc. is the only vendor with the capacity to provide immediate and consistent services. Due to Balmar, Inc.'s capacity for these services, a market survey was not conducted. Due to the foregoing, it is necessary to extend the contract through September 30, 2014, to allow for continuity of service and to allow time for the completion of the competitive procurement process for a new contract with modern requirements.

5. CERTIFICATION BY AGENCY HEAD

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

Gordon McDonald
Executive Director and Deputy CFO
Office of Budget and Planning

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.

Dorothy Whisler Fortune, CPPB
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).

Joseph Giddis
Director
Office of Contracts






Date

DRAFT







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<input type="checkbox"/>	 CFOPD-08-C-028 - Cost Allocation Plan - Notice of Intent Sole Source DF.pdf View Download	Title: Intent to Award Sole Source Contract Extension -- Determination and Findings for Financial Advisory Services -- Document #: CFOPD-08-C-028 - - Due Date: December 29, 2013 -- POC: (email – carla.roane@dc.gov or telephone 202-442-6452)	103k	v. 1	Dec 19, 2013, 12:06 PM	Doretha Johnson (OCFO)
<input type="checkbox"/>	 CFOPD-08-C-031A - Medicaid Audit Services - Notice of Sole Source 2 - DF.pdf View Download	Title: Notice of Intent to Award Sole Source Contract - Document #: CFOPD-08-C-031A - Due Date: March 28, 2014 - POC: Anthony Stover (email – anthony.stover@dc.gov telephone 202-442-7122)	265k	v. 1	Mar 18, 2014, 4:31 PM	Doretha Johnson (OCFO)
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<input type="checkbox"/>	 CFOPD-08-C-031A - Medicaid Audit Services - Williams, Adley & Company, LLP - Notice of Sole Source DF.pdf View Download	Title: Intent to Award Sole Source Contract Extension - Determination and Findings for Medical Audit Services - Document #: CFOPD-08-C-031A - Due Date: September 26, 2014 - POC: Peter Lloyd (email	1063k	v. 1	Sep 16, 2014, 5:44 PM	Doretha Johnson (OCFO)







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



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046B -- Due Date: October 7,
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<input type="checkbox"/>	 CFOPD-09-C-018 - Website Development - Notice of Sole Source Extension and DF 2.pdf View Download	Title: Intent to Award Sole Source Contract Extension Determination and Findings for Web Design and Development Services -- Document #: CFOPD-09-C-018 -- Due Date: April 30, 2014 -- POC: Anthony Stover (email – anthony.stover@dc.gov or telephone 202-442-7122)	260k	v. 1	Apr 21, 2014, 11:54 AM	Doretha Johnson (OCFO)
<input type="checkbox"/>	 CFOPD-09-C-023 - Master Trust Custodian Services - State Street Bank & Trust - Notice of Sole Source and D&F.pdf View Download	Notice of Sole Source & D&F- Master Trust Custodian Services - State Street Bank & Trust	911k	v. 1	Sep 24, 2014, 4:53 PM	Doretha Johnson (OCFO)

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<input type="checkbox"/>	 CFOPD-14-C-011 - Data Protection Netbackup Upgrade - Supretech, Inc - Notice of Sole Source Extension D&F.pdf View Download	Title: Intent to Award Sole Source Contract Extension - Determination and Findings for Data Protection NetBackup Upgrade - Document #: CFOPD-14-C-011 - Due Date: May 9, 2015 - POC: Peter Lloyd (email – peter.lloyd@dc.gov telephone 202 442-6431)	3503k	v. 1	Apr 30, 2015, 2:12 PM	Doretha Johnson (OCFO)
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<input type="checkbox"/>	 DCKV-2007-C-001 - DMV Collections Services - Notice of Sole Source D&F.pdf View Download	Title: Notice of Intent to Award Sole Source Contract Extension - Document No.: DCKV-07-C-001 - Due Date: July 12, 2014 - POC: Carla Roane email: Carla.Roane@dc.gov Telephone: 202-442-6452	77k	v. 1	Jul 2, 2014, 3:30 PM	Doretha Johnson (OCFO)
<input type="checkbox"/>	 RQ839896 - Maintenance and Repair - Notice of Sole Source - DF.pdf View Download	Title: Intent to Award Sole Source Procurement -- Determination and Findings for Maintenance and Repairs -- Document #: RQ839896 -- Due Date: September 30, 2014 -- POC: Sharon Guilford (email – Sharon.guilford@dc.gov or telephone 202-442-8070)	67k	v. 1	Jan 8, 2014, 4:59 PM	Doretha Johnson (OCFO)

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<input type="checkbox"/>	 RQ854394 - Consulting Services - Notice of Sole Source - DF.pdf View Download	Title: Intent to Award Sole Source Procurement -- Determination and Findings for Consulting Services -- Document #: RQ854394 -- Due Date: September 15, 2014 -- POC: Sharon Guilford (email – Sharon.guilford@dc.gov or telephone 202-442-8070)	160k	v. 1	Sep 4, 2014, 4:13 PM	Doretha Johnson (OCFO)

Comments

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