

Intent to Award Sole Source Contract

Title	Intent to Award Sole Source Determination and Findings
Notice Date	April 13, 2016
Response Due Date	April 23, 2016
Contract Number	CFOPD-16-C-028
Contract Description	American Express Card acceptance Description: The District of Columbia Office of the Chief Financial Officer, Office of Contracts (District), on behalf of the Office of Finance and Treasury, has a need to establish an agreement with American Express Travel Related Services Company Inc. for the use of American Express card by the District of Columbia's residents.
Vendor Name	American Express Travel Related Services Company Inc.
Procuring Agency	Office of the Chief Financial Officer, Office of Contracts
Point of Contact	Samira Davis, Contract Specialist samira.davis@dc.gov 202-442-6428

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

CONTRACT NUMBER: CFOPD-16-C-028

CONTRACTOR: American Express Travel Related Services Company, Inc.

CAPTION: American Express Card Acceptance

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 and 1701

2. MINIMUM NEED

The District of Columbia Office of the Chief Financial Officer, Office of Contracts (District), on behalf of the Office of Finance and Treasury (OFT), has a need to establish an agreement with American Express Travel Related Services Company Inc. for American Express card acceptance.

3. ESTIMATED REASONABLE PRICE

The contract amount is not to exceed \$900,000.00. The contractor's pricing was determined fair and reasonable based on market research and historical data gathered and analyzed by the Office of Finance and Treasury.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT

The District of Columbia, Office of Finance and Treasury (OFT) has a need to accept the American Express credit card for payment of District debt and services. American Express Travel Related Services Company, Inc. is the sole authorizer for the District to accept the American Express credit card brand. This contract is needed to improve financial payments to the District and to provide more flexibility to the residents of the District.

Based on the above, it is in the best interest of the District of Columbia and its needs to award the contract to American Express Travel Related Services Company, Inc.

5. **CERTIFICATION BY AGENCY HEAD**

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

Clarice Wood
Associate Treasurer, Banking and Operations

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.

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 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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FY16 Sole Source Procurements

<input type="checkbox"/>		CFOPD-10-C-039A - Unclaimed Property Examination and Auditing Services - Verus Financial LLC - Notice of Sole Source D&F.pdf View Download	Title: Intent to Award Sole Source D&F – Unclaimed Property Examination and Auditing Services - Document #: CFOPD-10-C-039A - Due Date: October 18, 2015 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	3326k	v. 5	Oct 8, 2015, 2:20 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>		CFOPD-10-C-040 - Unclaimed Property Management System - Wagers Associates - Notice of Sole Source D&F.pdf View Download	Title: Intent to Award Sole Source D&F – Unclaimed Property Management System - Document #: CFOPD-10-C-40 - Due Date: January 19, 2016 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	75k	v. 5	Jan 9, 2016, 1:51 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>		CFOPD-10-C-040 - Unclaimed Property Management System - Wagers & Associates - Notice of Sole Source Extension and D&F.pdf View Download	Title: Intent to Award Sole Source D&F – Unclaimed Property Management System - Document #: CFOPD-10-C-40 - Due Date: April 21, 2016 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	3532k	v. 5	Apr 11, 2016, 9:23 AM	Chrishelle Minor (OCFO)
<input type="checkbox"/>		CFOPD-10-C-045 - SOAR Hosting and Maintenance - Oracle America Inc - Intent of Award Sole Source Extension D&F - 2nd Sole Source Extension.pdf View Download	Title: Intent to Award a Sole Source Extension – Determination and Findings for SOAR Hosting and Maintenance – Document # CFOPD-10-C-045 – Due Date: July 24, 2016 – POC: Peter Lloyd (email – Peter.Lloyd@DC.Gov – telephone 202-442-6431)	2076k	v. 5	Jul 14, 2016, 4:06 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>		CFOPD-11-C-020 - DCLB Interactive Response System Lot-Line - MS Technologies - Notice of Sole Source Extension and DF 2.pdf View Download	Title: Intent to Award a Sole Source Extension – Determination and Findings for DCLB Interactive Response System / Lot-Line – Document # CFOPD-11-C-020 – Due Date: June 25, 2016 – POC: Peter Lloyd (email –	3590k	v. 5	Jun 15, 2016, 3:22 PM	Chrishelle Minor (OCFO)

Peter.Lloyd@DC.Gov –
telephone 202-442-6431)

<input type="checkbox"/>	 CFOPD-11-C-020 - DCLB Interactive Response System Lot-Line - MS Technologies - Notice of Sole Source Extension and DF.pdf View Download	Title: Intent to Award a Sole Source Extension – Determination and Findings for DCLB Interactive Response System / Lot-Line – Document # CFOPD-11-C-020 – Due Date: February 6, 2016 – POC: Peter Lloyd (email – Peter.Lloyd@DC.Gov – telephone 202-442-6431)	3389k	v. 8	Jun 15, 2016, 3:20 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 CFOPD-11-C-021 - Parking Space and Services - Central Parking System of Virginia, Inc. - Notice of Sole Source D&F for Modification 12.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – Parking Services - Document #: CFOPD-11-C-021 Parking Space and Services - Due Date: December 19, 2015 @ 5:00 pm EST - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	3378k	v. 5	Mar 8, 2016, 2:56 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 CFOPD-11-C-021 - Parking Space and Services - Central Parking System of Virginia, Inc. - Notice of Sole Source D&F for Modification 13.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – Parking Services - Document #: CFOPD-11-C-021 Parking Space and Services - Due Date: March 18, 2016 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	3115k	v. 5	Mar 8, 2016, 2:57 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 CFOPD-11-C-021 - Parking Space and Services - Central Parking System of Virginia, Inc. - Notice of Sole Source D&F for Modification 15.pdf View Download	Title: Intent to Award Sole Source Determinations and Findings – Parking Services - Document #: CFOPD-11-C-021 Parking Space and Services - Due Date: September 18, 2016 @ 5:00 pm EDT - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	3451k	v. 5	Sep 8, 2016, 4:26 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 CFOPD-16-C-006 - Parking Services - Notice of Sole Source - DF.pdf View Download	Title: Intent to Award Sole Source Contract, Determination and Findings Parking Services Document # CFOPD-16-C-006 Parking Services Due Date: December 10, 2015 @ POC: Carla Roane email: Carla.Roane@dc.gov Telephone: 202-442-6452	138k	v. 5	Dec 1, 2015, 5:09 PM	Chrishelle Minor (OCFO)

<input type="checkbox"/>	 CFOPD-16-C-028 - AMEX Agreement - Notice of Sole Source and D&F.pdf View Download	Title: Intent to Award Sole Source D&F – AMEX Agreement – Document #: CFOPD-16-C-028 - Due Date: April 23, 2016 @ 2:00 pm EDT - POC: Samira Davis (email: samira.davis@dc.gov or telephone: 202-442-6428)	329k	v. 5	Apr 13, 2016, 3:28 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 DCKV-2007-C-0001 - Lock Box and Collection Services - Notice of Sole Source D&F.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: June 17, 2016 POC: Carla Roane email: Carla.Roane@dc.gov Telephone: 202-442-6452	79k	v. 5	Jun 7, 2016, 12:21 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 PO-GF-2010-C-1089-DJ - UDC Collection Services Secondary - Williams & Fudge Inc - Notice of Sole Source D&F.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: January 22, 2016 @ 5:00 pm EST - POC: Peter Lloyd (email: peter.lloyd@dc.gov or telephone: 202-442-6431)	3522k	v. 5	Jan 12, 2016, 5:38 PM	Chrishelle Minor (OCFO)
<input type="checkbox"/>	 PO-GF-2010-C-1090-DJ - UDC Universal Collection Services Primary - ConServe - Notice of Sole Source D&F.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)	3403k	v. 5	Jun 1, 2016, 3:44 PM	Chrishelle Minor (OCFO)

Comments

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