

**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
DETERMINATION AND FINDINGS  
FOR  
CONTRACTOR'S RESPONSIBILITY**

**AGENCY:** Office of Finance and Treasury (OFT)

**CONTRACT NO:** CFOPD-20-C-010G

**CONTRACTOR:** Kelmar Associates LLC

**CAPTION:** Unclaimed Property Auditing Services

**1. AUTHORIZATION:**

27 DCMR § 2200.4; PPRA § 301 (D.C. Official Code §2-353.01)

**2. MINIMUM REQUIREMENTS:**

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”) seeks a contractor (“Contractors”) to provide general ledger auditing, securities auditing, oversight of contractor-assisted self-audits, unclaimed property consulting services, collection and delivery of unclaimed property, as it is related to unclaimed property held and owing by companies (Holders) or agent(s).

**3. ESTIMATED REASONABLE COST:**

The estimated contract total price is Not to Exceed \$360,000.00.

**4. FACTS WHICH JUSTIFY CONTRACTOR'S RESPONSIBILITY:**

The contractor has:

- (a) the financial resources adequate to perform the contract;
- (b) the ability to perform the proposed schedules, taking into consideration all existing commercial and governmental business commitments;
- (c) a satisfactory performance record, as depicted in their past performance references;
- (d) a satisfactory record of integrity and business ethics, as depicted in their past performance references;
- (e) a satisfactory record of compliance with the law, including licensing and tax laws, labor laws, civil rights laws and First Source Employment Act;
- (f) the necessary organization, experience, accounting and operational controls, and technical skills, or the ability to obtain them;

- (g) the necessary production, construction, and technical equipment and facilities or the ability to obtain them;
- (h) not exhibited a pattern of overcharging the District;
- (i) the contractor does not have an outstanding debt with the District or Federal government in delinquent status of more than the greater of \$1,000 or 1% of the contract value, up to \$25,000; and
- (j) the contractor is otherwise qualified and is eligible to receive an award under applicable laws and rules.

**5. CERTIFICATION BY THE CONTRACT SPECIALIST:**

I hereby certify that the above findings are correct and complete to the best of my knowledge.

06/25/2020  
Date

*Yemarsket*  
Yemarsket Kebede  
Contract Specialist

**DETERMINATION:**

Based on the above findings, it is hereby determined that the Contractor is responsible in accordance with the applicable regulations set forth above and award of the proposed contract with *Kelmar Associates LLC* is in the best interest of the Government of the District of Columbia.

June 25, 2020  
Date

*Anthony A. Stover*  
Anthony A. Stover, CPPO  
Contracting Officer