

Intent to Award Sole Source Contracts

Title	Intent to Award Sole Source Contract Extension-Determination and Findings
Notice Date	September 15, 2023
Response Due Date	September 25, 2023
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 in regard to 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	Meketa 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: Meketa Investment Group, Inc.

CAPTION: Investment Consultant Services for the DC College Savings Plan and DC ABLÉ 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, 1701 and 2005.2(b)

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 in regard to the District’s 529 College Savings Plan and ABLÉ Program.

3. ESTIMATED REASONABLE PRICE

The estimated fair and reasonable contract amount for this extension period from October 1, 2023, through September 30,2024 is not-to-exceed \$76,000 dollars. 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 (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 Five (5) 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 incumbent contractor, Maketa Investment Group Inc is the only Contractor with historic knowledge and the capacity to provide continuous and uninterrupted services for the Investment Consultant Services for the DC College Savings Plan and DC ABLE Program at this time. In order to facilitate the new acquisition of the DC College Savings Plan and DC ABLE Program, the contract shall be extended through September 30, 2023.

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 administered 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 is in the best interest of the District to award a sole source award to Maketa Investment Group Inc.

As a result of the foregoing, it is necessary and prudent to extend Contract CFOPD-19-SP-004 up to September 30, 2024, to allow for continuity of services and execution of a new College Savings Plan and ABLE Program.

5. **CERTIFICATION BY AGENCY HEAD**

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

Carmen Pigler
Deputy Chief Financial Officer and Treasurer

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 extension 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 to extend the contract term beyond the total term specified in the contract, pursuant to 27 DCMR § 2005.6(b).

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

Date

DRAFT