

Intent to Award Sole Source Contracts

Title	Intent to Award Sole Source Contract Extension-Determination and Findings
Notice Date	July 18, 2014
Response Due Date	July 29, 2014
Contract Number	CFOPD-08-C-048
Contract Description	<p>ITS Maintenance Services</p> <p>Description: The Government of the District of Columbia (District), Office of the Chief Financial Officer's (OCFO), Office of the Chief Information Officer (OCIO) has an immediate need for the Contractor to continue providing development, implementation, support, hosting and maintenance services for the eTSC website for the District of Columbia's Office of Tax and Revenue (OTR). The eTSC application is an Internet based application that allows individual and business tax filers to securely file tax returns, initiate tax payments, and view account balances. The site includes the District of Columbia Real Property Tax Search database, which allows users to access data on District properties, tax assessment values, and property sales and pay property taxes.</p>
Vendor Name	Revenue Solutions, Inc.
Procuring Agency	Office of the Chief Financial Officer, Office of Contracts
Point of Contact	Anthony A. Stover, Contract Specialist anthony.stover@dc.gov 202-442-7122

**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-08-C-048
CONTRACTOR: Revenue Solutions, Inc.
CAPTION: ITS Maintenance Services
PROGRAM AGENCY: Office of the Chief Information Officer (OCIO)
CONTRACTING AGENCY: Office of Contracts

1. AUTHORIZATION

D.C. Official Code §2-354.04; 27 DCMR §§ 1304, 1700, 1701 and 2005.6(b), PPRA 404

2. MINIMUM NEED

The Government of the District of Columbia (District), Office of the Chief Financial Officer, on behalf of the Office of the Chief Information Officer (OCIO) has an immediate need for the Contractor to continue providing development, implementation, support and maintenance services for the Integrated Tax System (ITS) and hosting and maintenance services the Electronic Taxpayer Service Center (eTSC) website for the District of Columbia's Office of Tax and Revenue (OTR).

The ITS system is a suite of applications used by OTR for tax administration. It is used for processing individual and business tax returns and payments as well as managing taxpayer demographics, financial detail accounts, correspondence, exception handling and customer service. ITS also includes providing assessment information, semi-annual billings and payment processing for real property tax payers.

The eTSC application is an Internet based application that allows individual and business tax filers to securely file tax returns, initiate tax payments, and view account balances. The site includes the District of Columbia Real Property Tax Search database, which allows users to access data on District properties, tax assessment values, and property sales and pay property taxes.

3. ESTIMATED REASONABLE PRICE

The estimated fair and reasonable price budgeted for the contract extension is \$946,825.70 from August 2, 2014 through October 15, 2014. The contract price is based on the agency's estimated usage and the contractor's rate which was determined as reasonable at the time of contract award based on the competition.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT

Revenue Solutions, Inc. (RSI) was awarded Contract No. CFOPD-08-C-048 to provide development, implementation, support, hosting, and maintenance services for the eTSC website and ITS system for OTR. The contract term ends August 1, 2014.

RSI was awarded the contract following a competitive evaluation process that resulting in RSI being determined as the best value to the District based on technical qualification and price. During the contract term, RSI has performed the contract requirements of providing general maintenance and support of the ITS system; however, in addition, RSI has solely designed, developed, and is implementing several revenue generating initiatives; and improved and is operating unique applications and processes associated with generating correspondence resulting in overall operating cost reductions.

The District has a critical need for uninterrupted services as the application allows individual and business tax filers to securely file tax returns, initiate tax payments, and view account balances. The tax filing system for OTR facilitates a core governmental function for the District of Columbia.

RSI has the inherent and unique knowledge base for maintaining the ITS system and eTSC website in their current state. RSI has the capacity to provide immediate and consistent services; as such, a market survey was not conducted.

OCIO is the process of developing new service requirements for the eTSC website and ITS system to provide advance functionalities. The new service requirements are expected to be implemented under a new contract to be effective October 16, 2014.

Therefore, it is necessary to extend the contract through October 15, 2014, to allow continuity of critical services through the peak of tax season and establishment of a new contract.

5. CERTIFICATION BY AGENCY HEAD

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

Sagar Samant
Director
Office of the Chief Information Officer

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).

Joseph Giddis
Director
Office of Contracts

Date

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

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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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