

## Intent to Award Sole Source Contracts

<b>Title</b>	Intent to Award Sole Source Contract Extension-Determination and Findings
<b>Notice Date</b>	<b>October 5, 2023</b>
<b>Response Due Date</b>	<b>October 15, 2023</b>
<b>Contract Number</b>	CFOPD-17-C-003
<b>Contract Description</b>	529 College Savings Plan  Description: The Office of Finance and Treasury (OFT) has an immediate need for bundled services for the D.C College Savings Plan (the Plan): record keeping, administration and custodial services, investment management, marketing and customer services.
<b>Vendor Name</b>	Ascensus College Savings
<b>Procuring Agency</b>	Office of Finance and Treasury, Office of Contracts
<b>Point of Contact</b>	Anthony Stover, Contracting Officer <a href="mailto:Anthony.stover@dc.gov">Anthony.stover@dc.gov</a> 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-17-C-003  
**CONTRACTOR:** Ascensus  
**CAPTION:** 529 College Savings Plan  
**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, 1701 and 2005.2(b)

**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) requires the Contractor to provide bundled services for the D.C. 529 College Savings Plan.

**3. ESTIMATED REASONABLE PRICE**

The estimated fair and reasonable contract amount for this extension period from November 16, 2023, through November 15, 2024 is in the not-to-exceed amount of \$4,013,185.00. The Contractor's pricing was determined fair and reasonable based on market research and historical data gathered and analyzed by OFT.

**4. FACTS WHICH JUSTIFY SOLE SOURCE EXTENSION OF CONTRACT**

Ascensus is the incumbent Contractor and has satisfactorily provided the required services for seven (7) years under contract CFOPD-17-C-003. The contract was awarded on November 16, 2016, with a five (5) year base period and two (2) one (1) year option periods.

The incumbent Contractor, Ascensus, is the only contractor with historical knowledge and the capacity to provide continuous and uninterrupted services for the 529 College Savings Plan. The District does not have the capability to provide this benefits plan or have another Contractor who could provide the services and incorporate in the time required.

The Office of Finance and Treasury has a critical need to maintain uninterrupted bundled services in relation to the 529 College Savings Plan managed by Ascensus as it is an intrinsic and integral part of the District's requirement to provide a College Savings Plan.

As a result of the foregoing, it is necessary and prudent to extend the services up to November 15, 2024, to allow for continuity of services and execution of a new contract award.

**5. CERTIFICATION BY AGENCY HEAD**

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

\_\_\_\_\_  
Carmen Pigler  
Deputy CFO 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).

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

\_\_\_\_\_  
Date

DRAFT