

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

AGENCY: Office of Tax and Revenue (OTR)

CONTRACT NO: CFOPD-20-A-058

CONTRACTOR: The Government Publishing Office (GPO)

CAPTION: Printing Government Forms

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, Office of Tax and Revenue has a need for the production and printing of the Government's Tax Forms and related items, to include folding and stuffing envelopes and all services necessary for the mailing of notices and forms to taxpayers. Print-on-Demand services are required.

3. ESTIMATED REASONABLE COST:

Based on GPO's published price list and OTR's estimated usage.

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; 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.

July 16, 2020
Date

Crystal Farmer-Linder
Crystal Farmer-Linder
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 the Government Printing Office is in the best interest of the Government of the District of Columbia.

Date

Drakus Wiggins
Contracting Officer