

**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

CONTRACT NO: CFOPD-25-A-010

CONTRACTOR: GovOS, Inc.

CAPTION: Electronic Recording Services

1. AUTHORIZATION:

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

2. MINIMUM REQUIREMENTS:

The District of Columbia Office of the Chief Financial Officer (OCFO) has a requirement for a Contractor to Electronic recording permits documents to be prepared, signed and transmitted in electronic format, electronically recorded documents shall be considered the 'original' record of the transaction with the same intended legal effect as paper documents and, if any such document bears a digital or electronic signature, it shall be considered the same as paper documents bearing ink signatures. Electronic documents, compliant with state and federal e-sign legislation are acceptable for electronic recording. Contractor and Receiver accept these electronic document protocols as standards for e-recording.

3. 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.

11/19/24

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 **GovOS, Inc.**, is in the best interest of the Government of the District of Columbia.

11/21/2024

Date

Drakus Wiggins

Drakus Wiggins, CPPO, CPPB
Contracting Officer