

**DETERMINATION AND FINDINGS
FOR**

SOLE SOURCE PROCUREMENT

FINDINGS

1. Authorization

19 DCMR § 4320.7

2. Minimum Need:

The Library needs to continue the services for Architectural and Engineering Services for Various Projects at the Martin Luther King Jr. Library. A contract was awarded to The Freelon Group on August 1, 2010 for one base year and one option year. The Library has 3 task orders issued to Freelon that are in various phases of the design process.

3. Estimated Fair and Reasonable Price:

\$ 242,800.00

4. Facts That Justify a Sole Source Procurement:

- A.** The Library awarded several task orders for the provision of design and engineering services for the renovation of the 1st floor of the MLK Central Library on May 3, 2011.
- B.** As the design work progressed, the library leadership made a decision on the overall operations of the MLK Central Library that was based on technological changes in the marketplace and how people are using libraries.
- C.** The scope of design services being executed by the design team did NOT change because of this operational change, but it did add significant delays to the design schedule.
- D.** The delay in the design schedule is approximately one year as several very large spaces had to be re-designed and re-engineered in order to accommodate the new operational model for the building. The original contract has since expired and additional services are needed.

- E.** Issuing a new RFP for this work is neither time nor cost efficient for the Library. Additionally, it is important to have continuity of design throughout the library.
- F.** The Library has already begun the process of moving out of the reading rooms to be renovated.
- G.** As this work is in historically designated areas, the design team is on schedule to make their design submission to the DC Historic Preservation Review Board.
- H.** A new design team would add approximately 6-9 additional months onto the project schedule at an unknown increased cost.
- I.** It is for the reasons listed above that it is in the best interest in terms of time and money that the services of the Freelon Group are continued.
- J.** The recommended period of performance for this particular contract shall be 365-calendar days from the Notice-to-Proceed (NTP) date.

5. Certification By the Contract Specialist:

I hereby certify that the above facts are accurate and complete.

Contract Specialist

Date

DETERMINATION

Based on the above findings and in accordance with the DCPL procurement regulations, 19 DCMR § 4320.7 I hereby determine that the award of a sole source contract for the services described herein is in the best interest of the D.C. Public Library.

Contracting Officer

Date