

DETERMINATION AND FINDING FOR A SOLE SOURCE PROCUREMENT

AGENCY: District of Columbia Public Schools
CAPTION: Equipment move, installation and removal
CONTRACTOR: Curtis Equipment, Inc.

FINDINGS

1. AUTHORIZATION:

D.C. Code 2-354 and 27 DCMR, Section 1304 and 1702

2. MINIMUM NEED:

The District of Columbia Public Schools (DCPS) is seeking the services of the Contractor to perform the following services: (a) provide labor to move ovens from Ferebee Hope to schools; (b) coordinate and execute Installation of ovens in the schools; (c) remove old ovens and deliver them to the dump or DCPS Warehouse; (d) coordinate and perform electrical or plumbing work necessary for installation at each school; and (e) perform work during times that do not interrupt meal service.

3. ESTIMATED COST:

The estimated reasonable price is \$24,000.00

3. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:

The Food Nutrition Services (FNS) is responsible for providing meal services to all 117 DCPS school sites with meal programs, equating to over 9.5 million meals each year. Currently, two key Foodservice Management "FSM" vendors are responsible for foodservice at 115 of these schools. Both FSM vendors employ staff members that are responsible for the oversight of menus services and compliance. Additionally, the FNS provides additional support and accountability to ensure kitchens at all DC Public Schools are in working order and in line with all DC Health Regulations.

DCPS' meal services have changed dramatically since 2010. The introduction of fresh fruits and vegetables, whole muscle meats, and other holistic products have called for a higher set of skills among employees versus the days of prepackaged, warmed meals. Cafeteria staff members are now tasked with utilizing conventional means of food preparation, such as boiling, simmering, braising, sautéing, roasting and steaming, among other methods. Maintaining ovens and replacing older models is critical to their ability to prepare meals safely and according to spec.

DCPS and FNS do not have the means internally to move large pieces of equipment or schedule electric and plumbing work necessary for install in a timely manner. There are multiple scheduling challenges as meals are prepared throughout the day and installation of new ovens needs to occur in between prep times but completed before the next meal period.

The additional support of a contracted moving and installation company is necessary for FNS to guarantee there is no interruption in meal service and ensure consistent food quality in order to meet the goals of student satisfaction, caring for the whole child and aligning with USDA nutritional regulations.

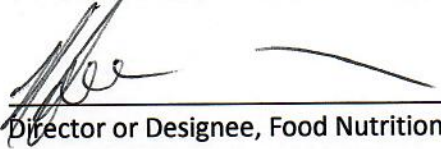
DCPS needs to procure these services immediately and cannot afford the time necessary to attempt a competitive procurement. These pieces of equipment are replacing older pieces that continue to break and be repaired which is quite costly. In addition, FNS' lengthy investigation noted that a

competitive procurement would not yield a sizable pool of potential contractors providing the necessary services from which to draw. Due to these considerations, a sole source to Curtis Equipment is in the best interest of DCPS and would be the most efficient and cost-effective procurement method for the requirement.

CERTIFICATION BY THE CONTRACT SPECIALIST:

I hereby certify that the above findings are correct and the anticipated cost to DCPS is fair and reasonable.

1/8/2020
Date



Director or Designee, Food Nutrition Services

CERTIFICATION AND DETERMINATION

Based on the above certified findings in accordance cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; DC Code 2-354 and 27 DCMR 1304 and 1702.

Date

Contracting Officer