

**DETERMINATION AND FINDINGS
FOR A
SOLE SOURCE PROCUREMENT**

AGENCY: Office of the Attorney General

CONTRACTOR: **ZC Solutions LLC**
1101 Connecticut Avenue NW.
Washington, DC 20036

CAPTION: Renovation of Audiovisual System Podiums for Moot Courtroom

REQUISITION NO.: RK173592

FINDINGS

1. AUTHORIZATION:

D.C. Code § 2–354.04, 27 DCMR 5022 and 5032

2. MINIMUM NEED:

The Office of the Attorney General (OAG) has an urgent need for renovation of podiums in its Moot Court and Training Room that had been customized with specialized audiovisual equipment and moved in August 2020 from 441 4th Street NW to its new location at 400 6th Street NW.

3. ESTIMATED REASONABLE PRICE:

The estimated reasonable price is not-to-exceed \$23,225.03.

4. FACTS THAT JUSTIFY A SOLE SOURCE PROCUREMENT:

ZC Solutions is a small, local, disadvantaged enterprise that successfully installed the audiovisual equipment in OAG's former location several years ago. The company also installed the podiums and the associated audiovisual cabling and connections in OAG's new multi-purpose and training room. Now OAG wishes to re-use the podiums they built many years ago and relocate them from the old building. The work involves:

Phase I

- Pick up two (2) existing GFE podiums from the old Moot Court Rooms at 441 D St, Washington, DC and deliver to the new Moot Court Rooms at 601 D St, Washington DC.
- De-install the audiovisual equipment from the podiums in the Moot Court Rooms at 601 D St, Washington DC and install them in to the existing GFE podiums from 441 D St, Washington, DC.

- Modify the existing GFE podiums as necessary to accommodate the audiovisual equipment to include new adapter plates, cable lacing/management bars and other misc. equipment rack materials.
- Retest and calibrate audiovisual equipment as necessary.

Phase II

- Provide and install (2) two new equipment rack podiums for the Multi-Purpose and Training Rooms. The new podiums will feature a standard laminate finish to match the existing furniture, 36”-wide work surface, cable grommet, angled dash to accommodate the touch panel and laptop connectivity, gooseneck light, keyboard slide, document camera drawer, cooling fan, (2) two sets of 11RU rack rails, locking front doors and rear access panel, CPU compartment and heavy duty casters. The overall dimensions will be approximately 45” – H x 38” – W x 30” – D. The work surface will be approximately 38” – H.
- De-install the audiovisual equipment from the podiums in the Multi-Purpose and Training Rooms and install them in to the new podiums.
- Provide and install plates, cable lacing/management bars and other misc. equipment rack materials.
- Retest and calibrate audiovisual equipment as necessary.

Because ZC Solutions, partnering with Avitecture, Inc., a Virginia based AV and IT system integrator, built the old podiums and the new ones that must be renovated with the specialized audiovisual equipment, it is impractical to involve another contractor due in part to warranty and accountability considerations. There is no other contractor reasonably available to do this work.

A notice of intent to award a sole source contract was posted for ten days as required by DC Official Code § 2–354.04(c) and 27 DCMR 5022 and no response was received.

5. CERTIFICATION BY PROGRAM OFFICIAL:

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

Date

Christopher Tonjes
Chief Information Officer

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that there is a single available source to meet the essential requirements as described above and that the Office of the Attorney General is justified in using the sole source method of procurement.

Date

Janice Parker Watson
Contracting Officer