

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

Agency: University of the District of Columbia
Purchase Order: P0009490
Caption: Linen Services
Contractor: Virginia Linen Service of Maryland, Inc.

FINDINGS

1. Authorization:

D.C. Official Code §2-303.05(a)(1) and 8 DCMR Section 3019

2. Minimum Need:

The University of the District of Columbia has a need for a Contractor to provide linen service, i.e., hand and body towels, shower mats, bins, and linen bags on a weekly basis.

3. Estimated Reasonable Cost:

The estimated reasonable cost is \$23,000.00.

4. Facts Which Justify Sole Source Procurement:

- The Contractor, in order to reduce the waste of our customers, provides eco-friendly products that can be reused and recycled.
- To support green laundry services, the Contractor is involved in “eco-friendly” organizations who promote greener solutions.
- The Contractor, uses “Eco-Friendly Operations” such as,
 - Washing facilities use both natural and energy-efficient lighting.
 - Locations are equipped with energy efficient steam generating systems.
 - Use heat re-claimers to recapture the energy from used process water which is filtered before discharging back to our municipalities.
 - Microprocessors control all linen and textile laundry wash formulas for both energy and detergent efficiency.
- The Contractor, uses “Green Laundry Service and Equipment”, such as;
 - Build and operate the most modern, automated plants in the linen, laundry, and textile industry.

- Locations pre-sort, separate and arrange laundry by soil counting to ensure proper load size, correct wash formulas to reduce chemicals, and reduce dry time.
- Washing systems incorporate normal batch washers which use half the water compared to conventional water extractors.
- Soap and starch are cooked on site and use only environmentally and natural chemicals to provide green laundry service.

- All of our laundry facilities have been awarded the Clean Green Certification by TRSA.

5. **Certification by the Contract Specialist:**


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


Anthony Berry
Contract Specialist (CS)


Date

DETERMINATION

Based on the above findings and in accordance with D.C. Official Code §2-303.05(a)(1) and 8 DCMR Section 3019, I hereby determine that the subject procurement action may be procured using the sole source method of procurement.


Eddie Whitaker
Contracting Officer (CO)


Date

Title	Linen Service
Notice Date	January 19, 2018
Response Due Date	January 29, 2018
Reference Number	P0009490
Contract Description	The University of the District of Columbia has a need for a Contractor to provide linen service, i.e., hand and body towels, shower mats, bins, and linen bags on a weekly basis.
Vendor Name	Virginia Linen Service of Maryland, Inc.
Point of Contact	Anthony Berry Contract Specialist Anthony.berry@udc.edu

INTENT TO AWARD SOLE SOURCE CONTRACT