Muriel Bowser  
Mayor

May 29, 2019

The Honorable Phil Mendelson  
Chairman  
Council of the District of Columbia  
John A. Wilson Building  
1350 Pennsylvania Avenue, N.W.  
Suite 504  
Washington, D.C. 20004

Reference:  
District of Columbia Department of General Services  
Modification No. 03 to Contract No. DCAM-17-NC-0007  
Approval and Payment Authorization Emergency Act of 2019  
Contract Number: DCAM-17-NC-0007  
Contractor: Security Assurance Management, Inc.

Dear Chairman Mendelson:

Pursuant to D.C. Official Code § 1-204.51(b), the Department of General Services (the “Department”) hereby submits to the Council of the District of Columbia for its review and approval the attached proposed emergency legislation, “Modification No. 03 to Contract No. DCAM-17-NC-0007 Approval and Payment Authorization Emergency Act of 2019”, and corresponding emergency declaration, to authorize payment for services received under Modification No. 03 to the underlying Contract for Security Guard Services in Sectors 1 and 3 (DCAM-17-NC-0007) (the “Contract”) between the Department and Security Assurance Management, Inc. (the “Contractor”). The Contract is an indefinite delivery indefinite quantity (ID/IQ) contract with fixed fully-loaded hour labor rates. All work is awarded and released through individual task orders at fixed unit prices.

The Contract was approved by Council as CA22-0442 in the Not-to-Exceed (“NTE”) amount of $25,736,931.48 for the base year term running from April 11, 2018 through April 10, 2019 (the “Base Year”). During the Base Year, the Department initially issued Task Orders Nos. 1 through 6. Subsequently, also during the Base Year, the Department issued Task Order Nos. 7 through 10, the aggregate value of which increased the total Contract amount by an amount of $4,009,978.04 since Council’s approval of the initial Base Year NTE amount. Specifically, security guard services were needed at additional locations and increased security at previously-
serviced locations within Sectors 1 and 3, requiring the Department to issue Task Order Nos. 7 and 8 on February 8, 2019, and Task Order Nos. 9 and 10 on March 14, 2019. Thus, Council action is necessary to approve Modification No. 03 in the value of $4,009,978.04 for services received under Task Orders Nos. 7 through 10 which were already issued during the Base Year. Therefore, the Department seeks approval of proposed Modification No. 03. If approved, Modification No. 03 would increase the aggregate NTE amount of the Base Year of the Contract by $4,009,978.04, which increases the Contract’s aggregate NTE value of the Base Year to $29,746,909.52, an amount that includes the Contractor’s compensation for services already provided pursuant to the afore-mentioned task orders, during the Base Year of the Contract.

The Chief Financial Officer has certified that the necessary funding for the above-referenced contract action is available for FY 2019.

In addition to proposed Modification No. 03, attached are: (i) a contract summary; (ii) a fiscal certification; (iii) memoranda and/or certifications of legal sufficiency; (iv) a Clean Hands certification for the Contractor; (v) a proposed emergency declaration; and (vi) proposed legislation.

If you have any questions regarding this matter, please feel free to contact Keith A. Anderson, the Department’s Director, or George G. Lewis, the Department’s Chief of Contracts and Procurement, at (202) 727-2800.

Sincerely,

Muriel Bowser

Enclosures
A BILL

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

To approve, on an emergency basis, Modification No. 03 to Contract No. DCAM-17-NC-0007 between the Department of General Services and Security Assurance Management, Inc., increasing the Contract’s aggregate not-to-exceed value of the Base Year to $29,746,909.52, and authorizing payment to Security Assurance Management, Inc. for services received under this modification.

BE IT ENACTED BY THE COUNCIL OF THE DISTRICT OF COLUMBIA,

that this Act may be cited as the “Modification No. 03 to Contract No. DCAM-17-NC-0007 with Security Assurance Management, Inc. Approval and Payment Authorization Emergency Act of 2019.”

Sec. 2. Pursuant to section 451 of the District of Columbia Home Rule Act, approved December 24, 1973 (87 Stat. 803; D.C. Official Code § 1-204.51), and notwithstanding the requirements of section 202(a) of the Procurement Practices Reform Act of 2010, effective April 8, 2011 (D.C. Law 18-371; D.C. Official Code § 2-352.02(a)), the Council approves Modification No. 03 to Contract No. DCAM-17-NC-0007 between the Department of General Services and Security Assurance Management, Inc. for security guard services, increasing the aggregate not-to-exceed value of the
Contract for the Base Year to $29,746,909.52, and authorizing payment to Security
Assurance Management, Inc. for services received under the modification.

Sec. 3. Fiscal impact statement.

The Council adopts the fiscal impact statement of the Chief Financial Officer as
the fiscal impact statement required by section 4a of the General Legislative Procedures
Act of 1975, approved October 16, 2006 (120 Stat. 2038; D.C. Official Code § 1-
301.47a).

Sec. 4. Effective date.

This act shall take effect following approval by the Mayor (or in the event of veto
by the Mayor, action by the Council to override the veto), and shall remain in effect for
no longer than 90 days, as provided for emergency acts of the Council of the District of
Columbia in section 412(a) of the District of Columbia Home Rule Act, approved
December 24, 1973 (87 Stat. 788; D.C. Official Code § 1-204.12(a)).
Pursuant to section 202(c) of the Procurement Practices Reform Act of 2010, as amended, D.C. Official Code § 2-352.02(c), the following contract summary is provided:

**COUNCIL CONTRACT SUMMARY**
(Retroactive)

Modification No. 03 to Contract No. DCAM-17-NC-0007 with Security Assurance Management, Inc. Approval and Payment Authorization Emergency Act of 2019 to Increase the Base Year NTE for Contract for City Wide Security Guard Services in Sectors 1 and 3

(A) Contract Number: DCAM-17-NC-0007

Proposed Contractor: Security Assurance Management, Inc.

Underlying Contract Not to Exceed ("NTE") Amount (Base Year): $25,736,931.48

Proposed Modification No. 03 NTE Amount: $4,009,978.04

Proposed Total Aggregate Contract NTE Amount (Base Year): $29,746,909.52

Unit and Method of Compensation: Monthly payments based on fixed hourly rates

Term of Contract: April 11, 2018 through April 10, 2019

Please note: Council approval is needed no later than the legislative session scheduled for June 4, 2019 in order to timely authorize payment to the Contractor for services received.

Type of Contract: Indefinite Delivery/Indefinite Quantity ("IDIQ")

Source Selection Method: Competitive Request for Proposals

(B) For a contract containing option periods, the contract amount for the base period and for each option period. If the contract amount for one or more of the option periods differs
from the amount for the base period, provide an explanation of the reason for the difference:

| Base Period Guaranteed Minimum Order Amount:        | $250.00 |
| Base Period Approved NTE Amount:                   | $25,736,931.48 |
| Base Period Proposed NTE Amount:                   | $29,746,909.52 |

On April 8, 2018 the underlying Contract for Security Guard Services in Sectors 1 and 3 (DCAM-17-NC-0007) (the “Contract”) with Security Assurance Management, Inc. (the “Contractor”), was deemed approved by the Council as CA22-0442 in a not-to-exceed (“NTE”) amount of $25,736,931.48 for the base period with a term beginning April 11, 2018 through April 10, 2019 (the “Base Year”).

During the Base Year, the Department of General Services (the “Department” or “DGS”) initially issued Task Orders Nos. 1 through 6 in the aggregate amount of $24,679,229.02. Additional services were required in amount that would exceed the remaining balance of the NTE amount for the Base Year in order to maintain security at various locations. Lack of services would create an unhealthy environment resulting in public health or safety issues for the occupants of buildings and the public. Therefore, also during the Base Year, the Department subsequently issued Task Order No. 7 through 10, the aggregate value of which increased the total Contract amount by an aggregate amount of $4,009,978.04 since Council’s approval of the underlying Contract for the base period. Specifically, security guard services were needed at additional locations and increased security at previously-serviced locations within Sectors 1 and 3, requiring the Department to issue Task Order Nos. 7 and 8 on February 8, 2019, and Task Order Nos. 9 and 10 on March 14, 2019.

Council action is necessary for the approval of proposed Modification No. 03, in the value of $4,009,978.04, for services received under individual Task Orders Nos. 7 through 10 already issued by the Department. Therefore, the Department seeks approval of proposed Modification No. 03. If approved, Modification No. 03 will increase the NTE of the base period of the Contract by $4,009,978.04, from $25,736,931.48 to $29,746,909.52. Proposed Modification No. 03 would increase the base period NTE in an amount over $1 million; thus, Council approval is required for this contact action.

| Option Year 1 Guaranteed Minimum Order Amount:     | $250.00 |
| Option Year 1 Estimated Maximum NTE Amount:        | $27,950,002.08 |

The Option Year One (1) amount of $27,950,002.08 represents the negotiated value at the time of Contract award based on the future anticipated needs for security guard services in Sectors 1 and 3 locations. On April 6, 2019, Council approved Modification No. 02 as CA23-0058, which authorized the Department to exercise Option Year One (1).

| Option Year 2 Guaranteed Minimum Order Amount:     | $250.00 |
| Option Year 2 Estimated Maximum NTE Amount:        | $29,174,796.04 |
The Option Year Two (2) amount of $29,174,796.04 represents the negotiated value at the time of Contract award based on the future anticipated needs for security guard services in Sectors 1 and 3 locations.

**Option Year 3 Guaranteed Minimum Order Amount:** $250.00  
**Option Year 3 Estimated Maximum NTE Amount:** $30,506,581.56

The Option Year Three (3) amount of $30,506,581.56 represents the negotiated value at the time of Contract award based on the future anticipated needs for security guard services in Sectors 1 and 3 locations.

**Option Year 4 Guaranteed Minimum Order Amount:** $250.00  
**Option Year 4 Estimated Maximum NTE Amount:** $31,541,441.36

The Option Year Four (4) amount of $31,541,441.36 represents the negotiated value at the time of Contract award based on the anticipated needs for security guard services in Sectors 1 and 3 locations.

(C) **The goods or services to be provided, the methods of delivering goods or services, and any significant program changes reflected in the proposed contract:**

The Department previously engaged the Contractor to provide armed and unarmed security guards and special police officers as necessary for protection and security of persons and property at various facilities leased or owned by the District in areas identified as Sectors 1 and 3. Due to fluctuating needs, personnel and other administrative costs, it is not economically feasible for all services required to be provided by employees of the District of Columbia government. The Contract, which is an Indefinite Delivery/Indefinite Quantity (ID/IQ) contract, authorizes the Contractor to provide security guard services, as awarded via task order at fixed-price contracts or as required in order to maintain security at various locations. As an ID/IQ contract, the Contract does not authorize any specific work or constitute a guarantee that any work will be assigned to the Contractor. The Contract, with a guaranteed minimum order amount of $250.00 and a NTE of $25,736,931.48 for the Base Year, was previously approved by the Council as CA22-0442 on April 8, 2018.

Subsequently, the Department issued Task Order Nos. 1 through 6 in the aggregate amount of $24,679,229.02. On August 22, 2018, the Department issued Modification No. 01, a zero dollar modification; thus Council approval was not required. On February 8, 2019, the Department issued Task Order Nos. 7 with a value of $2,817,468.60 and Task Order No. 8 with a value of $124,605.45. Task Order Nos. 7 and 8, with an aggregate value of $2,942,074.05, increased the total amount of the Contract to $27,621,303.07, representing an increase of $1,884,371.59 since Council’s approval of the initial NTE amount for the Base Year of the Contract. On March 14, 2019, the Department issued Task Order Nos. 9 with a value of $2,036,560.27 and Task Order No. 10, with a value of $89,046.18, increasing the total amount of the Contract by an additional $2,125,606.45 to $29,746,909.52 to continue to meet the increased needs for security guard services at additional locations and for increased security at previously-serviced locations within Sectors 1 and 3.
As the end date of the Base Year approached, the Department submitted and the Council approved Modification No. 02 as CA23-0058 on April 6, 2019, which authorized the Department to exercise the first of four one-year option periods with a NTE of $27,950,002.08 and extend the term of the Contract from April 11, 2019 through April 10, 2020.

The Department now seeks Council approval of proposed Modification No. 03 in the value of $4,009,978.04 for services received during the Base Year under individual Task Orders Nos. 7 through 10. If approved, Modification No. 03 will increase the NTE of the Base Year by $4,009,978.04, from $25,736,931.48 to $29,746,909.52. If approved, the Modification No. 03 will increase the total Contract value in an amount over $1,000,000; thus, Council approval is required.

(D) The selection process, including the number of offerors, the evaluation criteria, and the evaluation results, including price, technical or quality, and past performance components:

The underlying Contract was competitively bid and previously submitted to the Council and approved by the Council (CA22-0442) on April 8, 2018.

(E) A description of any bid protest related to the award of the contract, including whether the protest was resolved through litigation, withdrawal of the protest by the protestor, or voluntary corrective action by the District. Include the identity of the protestor, the grounds alleged in the protest, and any deficiencies identified by the District as a result of the protest:

There were no protests related to Modification No. 03. The following protests related to the underlying Contract were resolved as follows:

**Solicitation Protest**

On December 22, 2016, the proposal submission due date, DGS received official notice of a formal protest of the solicitation filed at the Contract Appeals Board ("CAB") (No. P-1033). DGS accordingly stopped evaluation and award processes to await a CAB ruling. The protestor challenged the adequacy of DGS’ replies to several questions included in Addendum No. 4. The protestor claimed DGS had failed to provide meaningful responses to offeror questions, allegedly depriving the protestor of information required to submit an accurate cost proposal and effective management plan. The protestor also claimed DGS had failed to obtain relevant information from the incumbent contractor and provide such information to the protestor to prepare its proposal, allegedly resulting in bias and unfair advantage for the incumbent. On March 23, 2017, the CAB denied and dismissed the protest with prejudice. The CAB found that DGS’ replies to the offeror’s questions included sufficient information to allow all offerors (including the protestor) to compete intelligently and on an equal basis. Thereafter DGS continued evaluation of each offer according to the terms of the RFP.
Award Protest

On August 11, 2017, the Department issued a Notice of Award of the Contract to the Contractor. On September 29, 2017, the protester formally protested the DGS award (No. P-1059) to the CAB, and DGS again stopped processing to await a CAB ruling. The protestor argued that DGS failed to properly evaluate the protestor's technical proposals, including improperly downgrading its proposals and improperly evaluating the actual awardee's (i.e., the Contractor's) business references. The protestor argued that the Contracting Officer unreasonably determined that the Contractor represented the most advantageous offer to the District because the Contracting Officer failed to conduct a proper cost/technical tradeoff analysis prior to awarding the Contract. On December 28, 2017, the CAB denied and dismissed the protest with prejudice. The CAB found that the protestor's challenge to DGS' evaluation of the Contractor's proposal under the business references factor was untimely, and that the DGS' evaluation process and award decision were proper.

(F) The background and qualifications of the proposed contractor, including its organization, financial stability, personnel, and performance on past or current government or private sector contracts with requirements similar to those of the proposed contract:

The Contractor was founded in 1992 and is located in northwest Washington, D.C. The Contractor has provided security guard services to local and state organizations and in the private sector for over 20 years. The Contractor has provided security guard services to Washington, DC business owners and property management companies, and has also provided similar services successfully to the District. The Contractor has been determined responsible in accordance with 27 DCMR 4706.1.

(G) The period of performance associated with the proposed change, including date as of which the proposed change is to be made effective:

On February 8, 2019, the Department issued Task Orders Nos. 7 and 8, with a period of performance from February 10, 2019 through March 16, 2019. On March 14, 2019, the Department issued Task Orders Nos. 9 and 10, with a period of performance from March 17, 2019 through April 10, 2019. Modification No. 03, if approved, increases the Contract's aggregate NTE value for the Contract's Base Year to include the Contractor's compensation for services provided pursuant to Task Orders Nos. 7 through 10 already issued by the Department during the Base Year for a total aggregate increase NTE amount of $4,009,978.04 since Council's approval of the initial Base Year NTE amount. Payment to the Contractor pursuant to proposed Modification No. 03 and any such issued task orders would take effect after Council approval.

(H) The value of any work or services performed pursuant to a proposed change for which the Council has not provided approval, disaggregated by each proposed change if more than one proposed change has been aggregated for Council review:

Underlying Contract NTE Amount: $25,736,931.48
NTE Value of Proposed Modification No. 03: $4,009,978.04

Proposed Total Aggregate NTE Amount for Base Year of Contract: $29,746,909.52

(I) Aggregate dollar value of the proposed changes as compared with the amount of the contract as awarded:

The underlying Contract was awarded in the NTE amount of $25,736,931.48. The aggregate NTE value of Modification No. 03, in the amount of $4,009,978.04, would increase the total value of the Base Year of the Contract to $29,746,909.52.

(J) The date on which the contracting officer was notified of the proposed change:

In October 2018, the Department’s Contracting Officer was notified of an anticipated need to increase security guard services by adding locations to be served and the need to increase the number of guards to locations being served. On February 22, 2019, the Office of the Chief Financial Officer certified the availability of a portion of funds required to meet the increase in services. In March 2019, the Office of the Chief Financial Officer certified the availability of the remaining portion of funds required to meet the increase in services.

(K) Why the proposed change was sent to Council for approval after it is intended to take effect:

In October 2018, the Department’s Contracting Officer was notified of an anticipated need to increase security guard services by adding locations to be served and the need to increase the number of guards to locations being served, which would result in an increase to the Contractor’s compensation in excess of the NTE amount for the Base Year of the Contract. Between October 2018 and February 2019, the Department sought to secure additional funding from client agencies, which funding was required to meet the anticipated increase in service needs. On February 22, 2019, the Office of the Chief Financial Officer certified the availability of a portion of the additional funds needed. Due to the short time between securing funding and the required service performance timeframe, the Department issued Task Order No. 7 with a value of $2,817,468.60 and Task Order No. 8 with a value of $124,605.45 in order to avoid a lapse in services which would risk the safety and welfare of District of Columbia employees, visitors and residents at these locations on February 8, 2019. Task Order Nos. 7 and 8, with an aggregate value of $2,942,074.05, increased the total amount of the Contract to $27,621,303.07, representing an increase of $1,884,371.59 since Council’s approval of the initial Base Year NTE amount. On March 14, 2019, the Department issued Task Order Nos. 9 with a value of $2,036,560.27 and Task Order No. 10, with a value of $89,046.18, increasing the total amount of the Contract by an additional $2,125,606.45 to $29,746,909.52.

(L) Reason for the proposed change:

The increased level of security guard services provided and to be provided by the Contractor are required to ensure the safety and welfare of District of Columbia employees, visitors and
residents for locations in the areas identified as Sectors 1 and 3. Council approval is necessary to authorize payment to the Contractor for services received pursuant to individual task orders issued by the Department in excess of the NTE amount for the Base Year of the Contract of $25,736,931.48.

(M) **The legal, regulatory, or contractual authority for the proposed change:**

Section 6.8 of the Contract and Article 15 of the Standard Contract Provisions (Supplies & Services) authorize changes to the work generally. Pursuant to D.C. Code §2-352.02, increases in contract value in excess of $1,000,000 during a twelve month period require Council approval.

(N) **A summary of the subcontracting plan required under section 2346 of the Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005, as amended, D.C. Official Code § 2-218.01 et seq. (“Act”),** including a certification that the subcontracting plan meets the minimum requirements of the Act and the dollar volume of the portion of the contract to be subcontracted, expressed both in total dollars and as a percentage of the total contract amount:

The Contractor, CBE No. LSX77581032022, submitted a subcontracting plan at the time of award certifying self-performance of 85% of the Contract value and subcontracting the remaining 15% of the Contract value to other SBEs/CBEs.

(O) **Performance standards and the expected outcome of the proposed contract:**

In general, the Contractor provides security guard services in Sectors 1 and 3. The Contractor was required to meet or exceed performance standards in accordance with the Contract’s scope of work. The Contractor is subject to the District’s inspections and quality assurance oversight to ensure the Contractor’s services conform to the Contract requirements. The Contractor’s performance is consistently monitored by DGS staff including the Contracting Officer’s Technical Representative.

(P) **The amount and date of any expenditure of funds by the District pursuant to the contract prior to its submission to the Council for approval:**

The Contract, with a guaranteed minimum order amount of $250.00 and a NTE of $25,736,931.48 for the Base Year, was previously approved by the Council as CA22-0442 on April 8, 2018. The Department issued Task Orders Nos. 1 through 6 in the aggregate amount of $24,679,229.02. On February 8, 2019, the Department issued Task Order No. 7 with a value of $2,817,468.60 and Task Order No. 8 with a value of $124,605.45. Task Order Nos. 7 and 8, with an aggregate value of $2,942,074.05, increased the total amount of the Base Year of the Contract to $27,621,303.07, representing an increase of $1,884,371.59 since Council’s last approval of the initial NTE amount for the Base Year of the Contract. On March 14, 2019, the Department issued Task Order Nos. 9 with a value of $2,036,560.27 and Task Order No. 10, with a value of $89,046.18, increasing the total amount of the Contract by an additional $2,125,606.45 to $29,746,909.52. The Department now seeks Council approval to execute proposed Modification No. 03, authorizing payment for services received pursuant to individual Task Order Nos. 7
through 10 which were issued by the Department. If approved, Modification No. 03 will increase the NTE of the Base Year by $4,009,978.04, from $25,736,931.48 to $29,746,909.52.

(Q) A certification that the proposed contract is within the appropriated budget authority for the agency for the fiscal year and is consistent with the financial plan and budget adopted in accordance with D.C. Official Code §§ 47-392.01 and 47-392.02:

The Office of the Chief Financial Officer has certified that Modification No. 03 to the Contract with an increased aggregate NTE value for the Base Year of the Contract of $29,746,909.52 is within the Department’s appropriated budget authority for the fiscal year and is consistent with the financial plan and budget adopted in accordance with D.C. Official Code §§ 47-392.01 and 47-392.02. The relevant Fiscal Sufficiency certification accompanies this Council Package.

(R) A certification that the contract is legally sufficient, including whether the proposed contractor has any pending legal claims against the District:

Proposed Modification No. 03 has been deemed legally sufficient by the Department’s Office of the General Counsel, and the Contractor does not appear to have any currently pending legal claims against the District.

(S) A certification that Citywide Clean Hands database indicates that the proposed contractor is current with its District taxes. If the Citywide Clean Hands Database indicates that the proposed contractor is not current with its District taxes, either: (1) a certification that the contractor has worked out and is current with a payment schedule approved by the District; or (2) a certification that the contractor will be current with its District taxes after the District recovers any outstanding debt as provided under D.C. Official Code § 2-353.01(b):

The Citywide Clean Hands database indicates that the Contractor is current with its District taxes. The applicable Clean Hands certification for the Contractor accompanies this Council Package.

(T) A certification from the proposed contractor that it is current with its federal taxes, or has worked out and is current with a payment schedule approved by the federal government:

The Contractor has certified that it is in compliance with federal tax laws.

(U) The status of the proposed contractor as a certified local, small, or disadvantaged business enterprise as defined in the Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005, as amended; D.C. Official Code § 2-218.01 et seq.:

According to the DSLBD, the Contractor was certified as a certified Local, Small, or Disadvantaged Business Enterprise at the time of award, CBE Number is LSX77581032022 with an expiration date of March 18, 2022.
(V) Other aspects of the proposed contract that the Chief Procurement Officer considers significant:

N/A

(W) A statement indicating whether the proposed contractor is currently debarred from providing services or goods to the District or federal government, the dates of the debarment, and the reasons for debarment:

The Contractor is not debarred from providing services to the Government of the District of Columbia or the Federal Government according to the Office of Contracts and Procurement’s Excluded Parties List and the Federal Government’s Excluded Parties List.

(X) Any determination and findings issues relating to the contract’s formation, including any determination and findings made under D.C. Official Code § 2-352.05 (privatization contracts):

By memorandum executed on August 10, 2017, the Department’s Contracting Officer determined that the Contractor is responsible, that the Contractor’s proposed pricing was fair and reasonable and that award of the Contract to the Contractor would be most advantageous to the District. In addition, the Department’s Contracting Officer executed a memorandum on October 15, 2018, memorializing the rationale and determination regarding the increase of services for the Base Year of the Contract.

(Y) Where the contract, and any amendments or modifications, if executed, will be made available online:

Contract award information is available on the DGS web page. Copies of Contract documents, Modification No. 01, 02 and proposed Modification No. 03 (if approved) will be made available upon request.

(Z) Where the original solicitation, and any amendments or modifications, will be made available online:

The original solicitation and any amendments have been/will be posted on the Department’s website.
CERTIFICATE OF CLEAN HANDS

SECURITY ASSURANCE MANAGEMENT INC
910 7TH ST NW
WASHINGTON, DC 20002-0000

EIN : ****0187

As reported in the Citywide Clean Hands system, the above referenced individual or entity has no outstanding liability with the District of Columbia. As of the date herein, you have complied with the following official DC code and therefore are issued this Certificate of Clean Hands.

TITLE 47. TAXATION, LICENSING, PERMITS, ASSESSMENTS AND FEES
CHAPTER 28. GENERAL LICENSE LAW
SUBCHAPTER II. CLEAN HANDS BEFORE RECEIVING A LICENSE OR PERMIT
§ 47-2862. Prohibition against issuance of license or permit.

Authorized By Marc Aronin
Chief, Collection Division

Date: Friday this 19th day of April 2019 09:36 AM

Tracking#: 1000833

This document is a certified, complete and true copy.
MEMORANDUM

TO: Alana Intieri
   Director
   Office of Policy and Legislative Affairs

FROM: Brian K. Flowers
       Deputy Attorney General
       Legal Counsel Division

DATE: May 15, 2019


This to Certify that this Office has reviewed the above-referenced draft bill and draft resolution and found them to be legally sufficient. If you have any questions in this regard, please do not hesitate to call me at 724-5565.

Brian K. Flowers
## MODIFICATION OF CONTRACT

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### 6. Issued By:

- **Department of General Services**
- **Contracting and Procurement Division**
- **2000 14th Street, 8th Floor**
- **Washington, DC 20009**
- **Attention: Keith R. Giles**

**[keith.giles@dc.gov](mailto:keith.giles@dc.gov)**

### 7. Administered By:

- **Department of General Services**
- **Protective Services Division**
- **64 New York Avenue NE, 4th Floor**
- **Washington, DC 20012**
- **Attention: Joseph Brown**

**[joseph.brown2@dc.gov](mailto:joseph.brown2@dc.gov)**

### 8. Name and Address of Contractor (No. street, city, country, state and ZIP Code):

- **Security Assurance Management, Inc. (SAM)**
- **910 17th Street NW, Suite 220**
- **Washington, DC 20006**
- **Attention: Russell Stephens (202) 263-8011**

**[rstephens@securassurmg.com](mailto:rstephens@securassurmg.com)**

### 9. Amendment of Solicitation No.

**[1A. Amendment of Solicitation No.](#)**

### 10. Dated (See Item 11)

**[11A. Dated (See Item 11)](#)**

### 11. Administration of Solicitation

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of offers is extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 9 and 15, and returning 1 copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or fax, provided each letter or telegraph makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

### 12. Accounting and Appropriation Data (If Required)

**[12A. Accounting and Appropriation Data](#)**

### 13. This item applies only to modifications of contract orderers, it modifies the contract/order no. as described in item 14.

**[13A. This item applies only to modifications of contract orderers, it modifies the contract/order no. as described in item 14.](#)**

### 14. Description of modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)

**[14A. Description of modification](#)**

### Contract No. DCA-M-17-NC-0007

City Wide Secure Guard Services Sectors 1 and 3 is hereby modified as follows:

1. Section B.6.1 and B.4.3 are hereby amended and the Contract's Total Estimated Amounts (Base Year) is hereby increased by $4,009,078.04 from $25,736,931.48 to $29,746,909.52, which increase was caused by the issuance of Task Order Nos. 7 through 10, attached hereto and incorporated herein as Exhibit A.

### RELEASE:

It is mutually agreed that in exchange for this Modification and other consideration, the Contractor hereby releases, waives, settles, and holds the Department harmless from any and all actual or potential claims or demands for delays, disruptions, additional work, additional time, additional costs, contract extensions, compensation, or liability under any theory, whether known or unknown, that the Contractor may have now or in the future against the Department arising from or out of, as a consequence of or result of, relating to or in any manner connected with this Modification, the above-referenced Project, and the Contract work.

### 3. ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN UNCHANGED.

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**15A. Name of Contractor**

**Security Assurance Management, Inc.**

**15B. Date Signed**

**05/17/19**

**Signature of person authorized to sign**

**Russell A. Stephens**

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**16A. Name of Contracting Officer**

**George G. Lewis, CPO, Associate Director C&P, Chief Contracting Officer**

**16B. District of Columbia**

**16C. Date Signed**

**05/17/19**

**Signature of Contracting Officer**

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1. Base Year  
   a. Basis Services  
   April 11, 2018 through April 10, 2019  
   $25,736,931.48

2. Administrative Change  
   Modification No. 01  
   a. Section G.5.3  
   Assignment of Payments  
   -

3. Option Year One (1)  
   Modification No. 02  
   a. Basis Services  
   April 11, 2019 through April 10, 2020  
   $27,950,002.08

4. Contract Ceiling  
   Modification No. 03  
   a. Increase the aggregate not-to-exceed Contract value of Base Year Services  
   Increase Funding for Base Year  
   $4,009,978.04

**TOTAL BASE YEAR AND OPTION YEAR ONE (1) NOT-TO-EXCEED CONTRACT VALUE**  
$57,896,911.60
Memorandum

To: Keith A. Anderson
   Director

From: Massimo Marchiori
   Agency Fiscal Officer

Reference: Modification No. 03 to DCAM-17-NC-0007, Contract for City Wide Security Guard Services, Sectors 1 and 3

Date: May 7, 2019

Subject: Fiscal Sufficiency Certification

In my capacity as the Agency Fiscal Officer of the Department of General Services (the “Department”), I hereby certify that Modification No. 03 to the Contract for City Wide Security Guard Services, Sectors 1 and 3 (“DCAM-17-NC-0007”) (the “Contract”), an indefinite delivery indefinite quantity (“IDIQ”) type contract between the Department and Security Assurance Management Services, Inc. (the “Contractor”) with the Not-To-Exceed (“NTE”) value of $4,009,978.04 is consistent with the Department’s current budget and that adequate funds are available in the budget for the expenditure. The funding of the $4,009,978.04 is hereby certified.

Council previously approved the underlying Contract with a NTE amount of $25,736,931.48 and a guaranteed minimum amount of $250.00 for the Base Year. Proposed Modification No. 03, in the aggregate amount of $4,009,978.04, if approved, would authorize payment to the Contractor for services received under individual Task Order Nos. 7 through 10 already issued by the Department pursuant to the Contract, and increase the Contract’s NTE value from $25,736,931.48 to $29,746,909.52.

Thus, the increase of $4,009,978.04 is consistent with the Department’s current budget and adequate funds are available in the budget for this expenditure.

The funds have been secured via Requisition No. RK116594 in SOAR/PASS as shown in the table below.
### GOVERNMENT OF THE DISTRICT OF COLUMBIA
### DEPARTMENT OF GENERAL SERVICES

#### DGS
#### FY 2019 SAM Sectors 1 and 3
#### Mod No. 3 and Task Orders 7, 8, 9 and 10 - Funding Attributes

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**Total** $4,009,978.04

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Massimo Marchiori  
Agency Fiscal Officer  
Department of General Services