March 27, 2020

The Honorable Phil Mendelson  
Chairman  
Council of the District of Columbia  
John A. Wilson Building  
1350 Pennsylvania Avenue, NW, Suite 504  
Washington, DC 20004

Dear Chairman Mendelson:

Pursuant to section 451 of the District of Columbia Home Rule Act (D.C. Official Code § 1-204.51) and the Procurement Practices Reform Act (D.C. Official Code §§ 2-351.01 et seq.), enclosed for consideration and approval by the Council of the District of Columbia is proposed Modification No. M0016 to Contract No. CW42353 with Cradle Systems, LLC to exercise option year four in the not to exceed amount of $10,000,000.00. The period of performance is from April 18, 2020 to April 17, 2021.

Under the proposed modification, Cradle Systems, LLC shall continue to provide Mission Oriented Business Integrated Services (MOBIS).

I am available to discuss any questions you have regarding the proposed contract. In order to facilitate a response to any questions you may have, please have your staff contact Marc Scott, Chief Operating Officer of the Office of Contracting and Procurement, at (202) 724-8759.

I look forward to the Council’s favorable consideration of this contract.

Sincerely,

Muriel Bowser

Enclosure
Pursuant to section 202(c-3) of the Procurement Practices Reform Act of 2010, as amended, D.C. Official Code § 2-352.02(c-3), the following contract summary is provided:

**COUNCIL CONTRACT SUMMARY**

(A) Contract Number: CW42353

Proposed Contractor: Cradle Systems, LLC

Contract Amount (Option Period):

- Minimum: $10.00
- Maximum: $10,000,000.00

Term of Contract: April 18, 2020 through April 17, 2021
(Option Year Four)

Type of Contract: Indefinite Delivery/Indefinite Quantity with payment based upon fixed-prices.

(B) Identifying number of the underlying contract, including the identifiers assigned to the underlying contract by the Council for the base period and any subsequent option periods:

The identifying number of the underlying contract is indicated below:

<table>
<thead>
<tr>
<th>Year</th>
<th>Base Year Amount</th>
<th>Minimum</th>
<th>Maximum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Year</td>
<td>$950,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Option Period One</td>
<td>$950,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Option Year Two</td>
<td>CA22-0421</td>
<td>Minimum</td>
<td>$10.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Maximum</td>
<td>$10,000,000.00</td>
</tr>
<tr>
<td>Option Year Three</td>
<td>CA23-0071</td>
<td>Minimum</td>
<td>$10.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Maximum</td>
<td>$10,000,000.00</td>
</tr>
<tr>
<td>Option Year Four</td>
<td></td>
<td>Minimum</td>
<td>$10.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Maximum</td>
<td>$10,000,000.00</td>
</tr>
</tbody>
</table>
(C) A statement 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):


(D) A statement 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 Agency Fiscal Officer has certified that funds are available for FY2020 and for FY2021 have been budgeted by the agency. See Funding Certifications.
CERTIFICATE OF CLEAN HANDS

CRADLE SYSTEMS, LLC
1875 K ST NW STE 400
WASHINGTON, DC 20006-1265

EIN : *****1765

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.

Date: Friday this 13th day of March  2020 09:43 AM

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

TO:       George Schutter, Chief Procurement Officer  
          Office of Contracting and Procurement

FROM:    Alemayehu Awas
          Agency Fiscal Officer

DATE:    February 12, 2020

SUBJECT: Certification of Funding Availability for DCSS Contracts

          Cradle Systems LLC     CW42353

PERIOD:  October 1, 2019 thru September 30, 2020

This is to certify that the Office of Contracting and Procurement has $10,000.00 in its FY2020 budget to cover potential costs that may be incurred if a minimum order is not achieved for the District of Columbia Supply Schedule (DCSS) contracts.

Each DCSS contract has been established as an indefinite delivery/ indefinite quantity (IDIQ) contract, and agencies may place orders against each contract by means of an individual Task Order (TO) or delivery order (DO). If no orders are placed against a particular DCSS contract, pursuant to the DCSS Terms and Conditions, clause 5, the District guarantees the minimum order for each contract in the amount of $10.00 for the base year and four option years. Any additional orders placed on the DCSS contracts will be encumbered by the ordering agency prior to issuance. There are approximately 420 contractors on the DCSS, and it is estimated that $10,000.00 would be sufficient to cover the possibility of having to pay $10.00, upon request, to multiple contractors.
MEMORANDUM

TO: George Schutter, Chief Procurement Officer
Office of Contracting and Procurement

FROM: Alemayehu Awas
Agency Fiscal Officer

DATE: February 12, 2020

SUBJECT: Certification of Funding Availability for DCSS Contracts

Cadle Systems LLC

PERIOD: October 1, 2020 thru September 30, 2021

This is to certify that the Office of Contracting and Procurement will allocate $10,000.00 in its FY2021 proposed financial plan to cover potential costs that may be incurred if a minimum order is not achieved for the District of Columbia Supply Schedule (DCSS) contracts.

Each DCSS contract has been established as an indefinite delivery/indefinite quantity (IDIQ) contract, and agencies may place orders against each contract by means of an individual Task Order (TO) or delivery order (DO). If no orders are placed against a particular DCSS contract, pursuant to the DCSS Terms and Conditions, clause 5, the District guarantees the minimum order for each contract in the amount of $10.00 for the base year and four option years. Any additional orders placed on the DCSS contracts will be encumbered by the ordering agency prior to issuance. There are approximately 420 contractors on the DCSS, and it is estimated that $10,000.00 would be sufficient to cover the possibility of having to pay $10.00, upon request, to multiple contractors.

Funding to cover these contracts is contingent upon availability of District’s budget appropriations for FY2021.