

INTENT TO AWARD SOLE SOURCE CONTRACT

Title	Commercial Brokerage Services
Notice Date	February 18, 2026
Response Due Date	March 2, 2026
Reference Number	211649635
Contract Description	<p>Facilities & Real Estate Management</p> <p>Period of Performance Based on the proposed tasks, services should be rendered through September 30, 2026.</p> <p>Scope of Work As the University moves forward with its capital assets and space utilization improvements, the contracted services such as strategic planning, space identification and planning, transaction analysis and lease or purchase negotiation to be rendered to achieve the following:</p> <ul style="list-style-type: none"> •To alleviate and realign space needs strategies associated with capital projects by leasing, subleasing, assigning or otherwise terminating the University's leasehold obligations. •To assist facilities and capital needs with team development, market research, sublease marketing plan development and implementation, transaction analysis and transaction negotiation. •To identify and acquire ownership positions in an appropriate space in the District of Columbia for University uses that cannot backfill currently University controlled space. •To support University's strategic planning, feasibility assessments, lease review and negotiations related to its real estate portfolio initiatives.
Vendor Name	Civitas Bedrock, LLC
Point of Contact	Michiko Gadson, Senior Contract Specialist mgadson@udc.edu 202-274-5191

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

AGENCY: University of the District of Columbia
REQUISITION/PO No.: 211649635
CAPTION: Real Estate and Broker Services
CONTRACTOR: Civitas Bedrock, LLC

FINDINGS

1. AUTHORIZATION:

The DC Procurement Practices Reform Act of 2010 Section 404 and DCMR Title 8B Chapter 30, Sections 3019.

2. MINIMUM NEED:

The Contractor shall provide Real Estate and Broker services to provide strategic planning, space identification and planning, transaction analysis and lease or purchase negotiations.

3. ESTIMATED REASONABLE PRICE:

The estimated reasonable price is \$90,000.00.

4. FACTS WHICH JUSTIFY SOLE SOURCE PURCHASE

- To alleviate and realign space needs strategies associated with capital projects by leasing, subleasing, assigning or otherwise terminating the University's leasehold obligations.
- To assist facilities and capital needs with team development, market research, sublease marketing plan development and implementation, transaction analysis and transaction negotiation.
- To identify and acquire ownership positions in an appropriate space in the District of Columbia for University uses that cannot backfill currently University controlled space.
- To support University's strategic planning, feasibility assessments, lease review and negotiations related to its real estate portfolio initiatives.

5. CERTIFICATION OF FACTS BY CONTRACTING SPECIALIST

I have reviewed the above findings and certify that to the best of my knowledge they are enough to justify the no competition method of procurement based on the cited authority.

Michiko Gadson

Michiko Gadson
Senior Contract Specialist

2/18/2026

Date

DETERMINATION

Based on the above findings and in accordance with The DC Procurement Practices Reform Act of 2010 Section 404 and DCMR Title 8B Chapter 30, Sections 3019. I hereby determine that the above services described herein should be procured from Civitas Bedrock, LLC using the Sole Source Method of procurement. It is further determined that the cost to the University of the District of Columbia (UDC) is fair and reasonable.

Mary Ann Harris

Mary Ann Harris
Chief Contracting Officer

2/18/2026

Date