

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Child and Family Services Agency



**CONTRACTS AND PROCUREMENT ADMINISTRATION**

**DETERMINATION AND FINDINGS FOR  
SOLE SOURCE PROCUREMENT**

Agency: Child and Family Services Agency (CFSA)  
Contractor: Boys Town of Washington D.C. Inc.  
Contract No.: CFSA-10-H1-0005  
Captions: Traditional Group Home

**1. AUTHORIZATION:**

27 DCMR 1702, Section 1702.3, D.C. Official Code §2-303.05(a) (1)

**2. MINIMUM NEED:**

The Government of the District of Columbia, Child and Family Services Agency (CFSA), has the following minimum need:

A Contractor to provide Traditional Group Home Care, which requires a supervised group home environment for children and youth, aged thirteen (13) to twenty-one (21) with structured daily programming which incorporates a formalized behavior management model, on-site psycho-educational groups, and on-site life and social skill development. The proposed period of performance for the modification to extend Option Year Four (4) shall be October 1, 2015 through December 31, 2015.

**3. ESTIMATED FAIR AND REASONABLE COST:**

\$110,772.63

**4. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:**

The Government of the District of Columbia Child and Family Services Agency (CFSA) has a minimum requirement to maintain and support the group home provider who is now currently providing Traditional Group Home services.

Boy's Town of Washington D.C. Inc., is the only entity capable of meeting the District's minimum need during the proposed period of performance because they are familiar with the Traditional Group Home Care services which provides a supervised group home environment for children and youth aged thirteen (13) to twenty-one (21) with structured daily programming which incorporates a formalized behavior management model, on-site psycho-educational groups, and on-site life and social skill development. Traditional Group Home Care shall also facilitate provision of an array of services to include individualized and group counseling; alcohol and substance abuse services; educational and vocational support services; therapeutic recreation; health care services and medication management, either on-site or via external provides. Community connections and transportation services must be facilitated if services are to be provided via subcontract or linkage with external organizations.

Boy's Town of Washington D.C. Inc., has licensed facilities and can continue this service without disruption. It takes approximately forty-five days to complete the licensing process, a timetable that would severely disrupt services and impact children in CFSA's care.

Failure to allow the Provider to continue providing services to the Traditional Group Home for the stated period of time would seriously jeopardize the continuation of necessary governmental functions and may jeopardize the health, safety and welfare of the District's children. A new solicitation is under evaluation but contracts will not be awarded until a later date.

Therefore, it is in the best interest of the District to proceed with this HCA extension period, so as to prevent any disruption of services for CFSA children.

5. **CERTIFICATION BY THE AGENCY HEAD:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ray Davidson  
Director

6. **CERTIFICATION BY THE CONTRACTING OFFICER:**

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source was published in accordance with 27 DCMR 1304.1.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tara Sangamon  
Agency Chief Contracting Officer

**DETERMINATIONS**

Based on the above findings and in accordance with the authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under either Section 402 or 403 of the District of Columbia Procurement Practice Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code §2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tara Sigamoni  
Agency Chief Contracting  
Officer