**DETERMINATION AND FINDINGS**
**FOR AN**
**EMERGENCY PROCUREMENT**

**AGENCY:** Department of Human Services

**CONTRACT NO.:** DCJA-2008-C-0005-B

**CONTRACTOR:** Community Connections, Inc.
801 Pennsylvania Avenue, SE
Washington, DC 20003

**CAPTION:** Case Management Services

**1. AUTHORIZATION:**

D.C. Official Code §2-354.05; 27 DCMR Sections 1702, 1702.01, 1702.2

**FINDINGS**

**2. MINIMUM NEED:**

The District of Columbia, Department of Human Services (DHS) has a continued need to provide Case Management Services for participants in its Permanent Supportive Housing Program (PSHP). The PSHP provides long-term housing and Case Management Services to chronically homeless individuals and families with histories of homelessness. There are approximately 1,750 chronically homeless individuals in the District of Columbia.

These individuals have long histories of living on the streets, becoming long-term resident of our shelter system, alternating between the streets and shelters, and/or living in institutions (prisons, hospitals, etc.). These individuals are also frequent users of emergencies services, hospital emergency rooms and other programs/services (meal programs, social services, psychiatric services, etc.).

Additionally, there are over 200 families in the District of Columbia with histories of homelessness. These families have spent several years in (or rotating in and out of) our shelter system. These individuals and families face several significant barriers that prevent them from obtaining, and/or maintaining, housing and overall stability and self-sufficiency. These barriers include but are not limited to: substance abuse, mental illness,

chronic medical illness, disabilities, domestic/family violence; trauma, cognitive deficits, and significant deficits in social skills.

In many cases, these individuals and families have been provided with shelter, supportive/social services and/or housing assistance from multiple sources on multiple occasions over the course of many years.

Unfortunately, the services and assistance have been provided in an uncoordinated manner. Additionally, the aforementioned barriers that these individuals and families face are so significant and pervasive in many cases that these individuals and families may not be able to maintain housing and overall stability without ongoing housing assistance and supportive services.

The purpose of the PSHP is to meet the needs of this population in a coordinated manner.

## 3. ESTIMATED REASONABLE COST:

The estimated cost for the thirty (30) day contract term is $85,000.00 ($629.16 per month- per family/$459.93 per month per individual) for Case Management Services, for a total of $85,000.00. This price is determined fair and reasonable based upon a comparison of the monthly contract cost under the current subject contract for Case Management Services ($629.16 per month- per family/$459.93) provided by Community Connections, Inc. to the District of Columbia under a contract with the Department of Human Services.

The Period of Performance is April 29, 2014 through May 28, 2014.

## 4. FACTS WHICH JUSTIFY EMERGENCY PROCUREMENT:

This is an emergency thirty (30) day extension to the subject contract for the existing provision of Case Management Services for participants in its Permanent Supportive Housing to obtain long-term housing, maintain their current housing by complying with any/all lease provisions and local laws and achieve the highest level of self-sufficiency possible and improve the overall quality of their lives. The primary objective of the Case Management Services contract is to assist PSHP participants with achieving the aforementioned objectives. This is achieved through connecting program participants to supportive services that address their barriers to maintain their housing and achieve an optimum level of self-sufficiency.

The term of this contract extension is 30 days, with the contract amount not to exceed $85,000.00, payable monthly at the rate of ($629.16 per month-per family/$459.93. This allows District chronically homeless individuals and families to continue to receive permanent housing and supportive services. This ensures housing stabilization, maximum levels of self-sufficiency and an overall better quality of life for this population. Assess chronically homeless individuals and families with histories of

homelessness who are living on the streets, in shelters and other institutions. Place individuals and families into long-term housing, provide effective case management to ensure that individuals and families are connected to needed support services and achieve the highest degree of stabilization and self-sufficiency possible.

The long-term housing provided under the PSHP for individuals and families consists of apartments and homes scattered throughout the District of Columbia. These apartments and homes are privately owned, but the rent/lease costs are subsidized by DHS. The apartments are located in buildings with other individuals and/or families who are not PSHP participants. Under the PSHP, the majority of client contact for the purposes of providing case management services are provided in the home and/or community of the client as opposed to the office of the case manager.

This procurement is both necessary and in the best interests of the District.

**CERTIFICATION BY THE ASSISTANT DIRECTOR OF PROCUREMENT**

I hereby certify to the best of my knowledge that the above findings are true, correct and complete.

Angela Turner for

5/1/14
Date

Assistant Director of Procurement, Sheila Mobley

**CERTIFICATION BY THE ASSOCIATE PROCUREMENT OFFICER**

I hereby certify to the best of my knowledge that the above findings are true, correct and complete.

Wendell Atk

4/30/14
Date

Associate Procurement Officer, Wendell Atkinson

**DETERMINATION**

Based upon the authorities, findings and certifications set forth above, I hereby determine that the proposed emergency procurement is necessary and in the best interest of the District of Columbia for Case Management Services.

James A. Webb

4/30/2014
Date

Contracting Officer, James Anthony Webb