

GOVERNMENT OF THE DISTRICT OF COLUMBIA

Child and Family Services Agency



CONTRACTS AND PROCUREMENT ADMINISTRATION

DETERMINATION AND FINDINGS FOR A SOLE SOURCE CONTRACT

CONTRACT NO.: DCRL-2013-R-0094
CAPTION: Youth Furniture Supplies and Services
PROPOSED CONTRACTOR: Family Furniture Discount Center
PROGRAM AGENCY: Child and Family Services Agency

FINDINGS

1. **AUTHORIZATION:**

D.C. Official Code § 2-354.04, 27 DCMR 1304 and 1702

2. **MINIMUM NEED:**

The Government of the District of Columbia, Child and Family Services Agency (CFSA), has an immediate need for the services of Family Furniture Discount Center to provide quality, affordable home furnishings to the foster and kinship families of children and youth in the care of CFSA. The company offers discounted yet sturdy furniture for youth.

3. **ESTIMATED REASONABLE PRICE:**

\$17,000.00

4. **FACTORS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:**

- (a) The proposed provider, the Family Furniture Discount Center, provides residents with quality furniture that is needed to equip homes that have recently experienced a placement. Family Furniture Discount Centers are located in the heart of the locations where most of CFSA's foster and kinship populations reside, enabling guardians to purchase whatever furniture items are needed to care for CFSA children/youth in a very short notice. There are two different locations families can access conveniently.
- (b) The proposed provider is aware of the services to be provided and is capable of performing these services within the time constraints levied by the Agency. Family Furniture Discount Centers has been serving the Maryland, Virginia, and Washington, DC area for over 45 years.

(c) A market survey was considered, by researching the expense and variety of the following companies: Marlo's Furniture has one store in the same area of our foster and kinship families, however their prices are much less affordable. The Laurel location of Marlo's is not central to a majority of our placements. Regency Furniture has locations just outside of the areas central to our placements, prices are not affordable, and the youth products are not readily available for pickup. As a result of the research, and the Agency's immediate need, Family Furniture Discount Centers is the best, most qualified organization to provide the continuous needs of our placement families.

5. CERTIFICATION BY AGENCY HEAD:

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

Date

Director
Brenda Donald

6. CERTIFICATION BY 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 contract was published in accordance with 27 DCMR 1304 and that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Date

Tara Sigamoni
Chief Contracting Officer

DETERMINATION

Based on the above findings and in accordance with the cited 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 §2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

Tara Sigamoni
Agency Chief Procurement Officer