

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-0085
CAPTION: Therapeutic Mentoring Services
PROPOSED CONTRACTOR: KVC Health Systems, Inc.
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 Dr. Jackie Suttington of KVC Health Systems, Inc. to provide therapeutic mentoring services to a client (temporarily) to help integrate the client into the community.

3. ESTIMATED REASONABLE PRICE:

\$10,800

4. FACTORS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

- (a) The proposed Contractor, KVC Health Systems, Inc., provides mentoring services to youth residing in Kansas with abuse/neglect histories.
- (b) A CFSA Client, BS (DOB: 11/4/94), was placed at a KVC residential facility as a safety measure. The youth is not ready for an independent living program and needs assistance integrating into the new community safely. The youth has identified a mentor who has been providing pro bono services, and it has been determined to be clinically necessary for this mentoring relationship to continue. The proposal is for six months of therapeutic mentoring for 40 hours per month at a rate of \$45 per hour.
- (c) The proposed provider is aware of the services to be provided, is capable of performing these services, and has performed in this capacity before.

(d) A market survey was considered, but due to the brief term of the contract and the disruption that would be caused by switching the client to another provider, KVC would be the best contractor to fulfill the immediate needs of the Agency.

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