

**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-2014-R-0035  
**CAPTION:** Medical Abuse Study  
**PROPOSED CONTRACTOR:** Dr. Allison M. Jackson  
**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. Allison M. Jackson to provide medical record review and analysis specific to an investigation on Medical Abuse allegations.

**3. ESTIMATED REASONABLE PRICE:**

\$11,392.50

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

- (a) The proposed provider, Dr. Allison M. Jackson, provides medical record review and analysis. Dr. Allison M. Jackson has extensive experience presenting medical analysis through the Freddie Mac Foundation Child & Adolescent Protection Center.
- (b) Due to the time sensitive nature of the investigation, an experienced medical professional is required to help present the medical abuse analysis effectively.
- (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 performed by attempting to identify medical professionals with extensive analytical experience involving medical abuse.

**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