

**DETERMINATION AND FINDINGS  
FOR A  
SOLE SOURCE PROCUREMENT**

**CONTRACT NO:**

**CAPTION:**

Multisystemic Therapy-Emerging Adults (MST-EA)

**PROPOSED CONTRACTOR:**

Evidence-Based Associates (EBA)

**PROGRAM AGENCY:**

Department of Youth Rehabilitation Services (DYRS)

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700 and 1701

**2. MINIMUM NEED:**

Department of Youth Rehabilitation Services (DYRS) has identified a gap in its current services that needs to be addressed by expanding its program offerings to include Multisystemic Therapy – Emerging Adults (MST-EA). MST-EA is an evidence-based practice (EBP) as well as a family- and community-oriented treatment model that addresses the mental health needs of adolescents in the community. MST-EA is geared towards addressing the needs of the older youth in our care (ages 17-21) who exhibit serious emotional disturbance, anti-social behavior, mental health and/or substance abuse problems. The implementation of this treatment model will allow DYRS to specifically service older youth under DYRS' care, which has historically been a challenge. This treatment model will fulfill the critical need to service these youth. Additionally, under the DYRS Mental Health Plan, there is not a portion that specifically caters to these youth. This is a serious mental health gap in servicing this hard to reach population. Our needs analysis shows that DYRS currently has youth waiting for this service and they need it immediately. Implementing this program now will allow DYRS to immediately fill a gap in services. Lastly, this approach to administer the MST-EA program in the community is in direct support of DYRS' quest to treat and engage our youth in the least restrictive environment possible while adhering to public safety guidelines.

**3. ESTIMATED REASONABLE PRICE:**

\$566,102.34 - first year (current Figures are based on estimates provided by the vendor.)

\$227,714.98 - year 2 and following (based on projected Medicaid funding)

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

A. Headquartered in Washington, DC, Evidence Based Associates (EBA) is the only organization authorized by MST Services to implement the MST program with consistent fidelity to the model and yield the desired outcomes. MST Services is the only licensed company by the Medical University of South Carolina (MUSC), who owns the program model, to disseminate MST “technology” worldwide. MST-EA is unique in that it focuses on youth that typically fall outside of the age range that most programs cater to. Furthermore, a similar program that targets this specific demographic does not exist. As MST-EA itself is still a pilot program, EBA is the only organization in the United States licensed to do this work. EBA is also uniquely qualified as the only organization formally authorized by all of the model developers of evidence-based practices (EBPs), Functional Family Therapy (FFT), Multisystemic Therapy (MST), Multidimensional Treatment Foster Care (MTFC) and Nurse Family Partnership (NFP) to represent and serve as a training, quality assurance, and implementation agent for these EBP models. EBA’s unique qualifications to comprehensively manage an implementation project of this scale and scope is further evidenced by:

- Experience implementing evidence-based programs in county, region, and state delivery systems, and in providing stakeholders with strategies for improving service delivery utilizing available evidence-based practices (EBPs);
- Expertise overseeing large, multi-million dollar evidence-based projects for youth in the juvenile justice system and in children’s mental health;
- Empirically-proven track record of reducing out-of-home placement rates and improving youth and family outcomes for urban districts across the country;
- A suite of project management services that EBA offers public systems designed to ensure that an implementation plan involving EBPs (such as MST for Emerging Adults, MST-EA) is implemented correctly and achieves expected outcomes; and
- EBA’s guarantee of results and absolute accountability backed by continuous program evaluations, data sharing, and a willingness to engage in performance-based contracting.

B. EBA possesses a mission, values and approach and philosophy that demonstrate a strong and focused commitment to evidence-based practices (EBPs) to support DYRS’ youth safety and positive outcomes.

C. EBA is contracting with North American Family Institute (NAFI) who is the only organization currently licensed by the MUSC in the theory and practices of MST-EA to deliver this program in full integrity of the model. There are two major components of this model; the programmatic component and the oversight and evaluation component. NAFI is the only organization licensed to provide the programmatic component. Specifically NAFI will provide the services necessary to carry out the program. These include: clinical therapy, treatment, and any other service providers that will work with the youth. EBA is the only organization licensed to provide the oversight and quality assurance component. This includes: the training, quality assurance, technical assistance, oversight, and assessment and evaluations of the model. NAFI is available to establish its

personnel locally to introduce this cutting edge program as a first to the Washington Metropolitan area to benefit our youth at DYRS.

EBA's distinct position and experience in organizing and implementing evidenced-based practices and their ability to contract with NAFI, the only company licensed to provide MST-EA, creates a unique partnership. For the reasons identified, DYRS requests to sole source the implementation of the MST-EA program to EBA.

**5. CERTIFICATION BY AGENCY HEAD:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director, [Insert Agency]

**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] [the response received was rejected because \_\_\_\_\_]. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

\_\_\_\_\_  
Date

\_\_\_\_\_  
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 solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices 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

\_\_\_\_\_  
James D. Staton, Jr.  
Chief Procurement Officer

## **INSTRUCTIONS FOR THE D & F FOR A SOLE SOURCE PROCUREMENT**

### **1. AUTHORIZATION**

D.C. Official Code §2-354.04; There is only one source for the required goods or services. Cite 27 DCMR 1304 and 27 DCMR 1700 and 1701 as applicable.

### **2. MINIMUM NEED**

Describe the program agency's requirement for a stated minimum need (scope of work) and time frame within which work must be performed. List in detail the precise nature and scope of the services or supplies required. The time frame must be justified in detail when sole source justification is time based.

### **3. ESTIMATED REASONABLE PRICE**

The estimated price of the contract (the amount the contractor is anticipated to receive).

### **4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT**

Indicate the facts which establish that there is only one available source. You **must** include the unique nature of the proposed procurement, the proposed contractor's unique qualifications or any other factors that qualify the proposed contractor as a sole source for the procurement.

You **must** include a description of the market survey or the reason why a market survey was not conducted.

You **must** include a list of the potential sources that you contacted, and if none a discussion of why not. Discuss which potential sources expressed an interest in the procurement and describe their interest and why they were rejected.

### **5. CERTIFICATION BY AGENCY HEAD**

The head of the program agency, by signature, certifies factually the findings.

### **6. CONTRACTING OFFICER CERTIFICATION**

The contracting officer, by signature, certifies (1) factually the findings and recommends that an official with written delegated authority determines, by signature, that the use of the sole source procurement method is justified, and (2) that the notice of intent to award a sole source contract was published and that no viable response was received. The contracting officer must state that either no response was received or briefly explain why a response was not viable.

## **7. DETERMINATION**

An official with written delegated authority determines, by signature, that the use of the sole source procurement method is justified. The Chief Procurement Officer, or an official delegated authority in writing to sign on behalf of the Chief Procurement Officer, must sign the determination if the procurement is in excess of five thousand dollars (\$5,000).

### **INSTRUCTIONS FOR THE D & F FOR A SOLE SOURCE EXTENSION OR RENEWAL PROCUREMENT**

Use the same D&F template with the following changes:

1. Replace the heading with:

#### **DETERMINATION AND FINDINGS FOR A SOLE SOURCE EXTENSION OF CONTRACT**

2. Replace the Authorization with:

1. **AUTHORIZATION:**

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700, 1701 and 2005.6(b)