

GOVERNMENT OF THE DISTRICT OF COLUMBIA

Child and Family Services Agency



CONTRACTS AND PROCUREMENT ADMINISTRATION

DETERMINATION AND FINDINGS FOR EMERGENCY SOLE SOURCE PROCUREMENT

Agency: Child and Family Services Agency
Provider: Quality Wholesale Distributors, LLC
Caption: Youth Furniture Supplies and Services
Contract: DCRL-2014-R-0139

FINDINGS

1. Authorization:

DC Official code §2-354.04, 27 DCMR 1304; Section 405 of the Procurement Practices Reform Act of 2010 (PPRA), D.C. Official Code §2-254.05 and 27 DCMR 1711.1;

2. Minimum Need:

The District of Columbia, Child and Family Services Agency, Placement Administration has an immediate need for a Contractor to provide Youth Furniture Supplies and Services to backfill outstanding furniture vouchers used to stabilize an unsafe living environment.

3. Estimated Fair and Reasonable Cost:

\$200,000.00

4. Facts Which Justify and Emergency Procurement:

a) CFSA has recently experienced lengthy delays (almost a month) from the furniture provider, Discount Furnishings, LLC. The aforementioned vendor has not been able to provide furniture to clients in a timely fashion. Based on the contract terms, the Provider must contact CFSA's clients [within 48 hours of receiving an approved voucher to schedule delivery, and deliver the furniture within 72 hours of scheduling an appointment]. As of July 1, 2014, Discount Furnishings, LLC has been unable to provide an exact timeframe of delivery, and currently has 22 approved vouchers on hold. The contract monitor spoke with the manager at Discount Furnishings last week and was informed that the next shipment of furniture would possibly not arrive for another two weeks.

b) Because CFSA furniture requests are sensitive in nature, the need for expeditious furniture services is required. Many of the requests involve families who have been

brought to the attention of CFSA, because of allegations of abuse and/or neglect. Furniture requests are used to either prevent the removal of a child or children from the home, or they are used to stabilize an unsafe living environment. The delays in service put District families at-risk and children in a potentially unsafe living environment, which could result in their being removed from the home.

c) CFSA receives up to ten (10) requests per day for furniture assistance, and currently has 17 requests that have not been processed for approval. An emergency contract is requested to address the current vendor delay and to alleviate the strain on District families and children.

d) A market survey was performed, 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. 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, Pricebusters (Quality Wholesale Distributors, LLC) who is located centrally to CFSA homes is the best, most qualified organization to provide the immediate needs of our placement families.

5. Certification by Contract Specialist:

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

Shamika Place
Contract Supervisor

Date

6. Certification by the Contracting Officer:

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

DETERMINATION

Based on the above findings and in accordance with D.C. Officials Code §2-303.12, 27 DCMR 1711.1, DC Official code §2-354.04, and 27 DCMR 1304, 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 (DC Law 18-371; DC 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 Contracting Officer