

## Notice of Intent to Award Sole Source Contracts

<b>Notice Date</b>	September 19, 2011
<b>Response Due Date (10 business days from Notice Date)</b>	September 19, 2011
<b>Contract Caption/Description</b>	Therapeutic Group Home Delivery of therapeutic group home services to wards of the District of Columbia ages 13 to 21 that cannot be served by traditional group home and/or Independent Living programs.
<b>Vendor Name</b>	Jackson-Field Home, Inc., and Starflight Enterprises, Inc.
<b>Agency</b>	Children and Family Services Agency
<b>Contract Specialist Email</b>	<a href="mailto:Calvinl.mcfadden@dc.gov">Calvinl.mcfadden@dc.gov</a>
<b>Contract Officer Email</b>	<a href="mailto:tara.sigamoni@dc.gov">tara.sigamoni@dc.gov</a>

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Child and Family Services Agency



CONTRACTS AND PROCUREMENT ADMINISTRATION

**CLASS DETERMINATION AND FINDINGS**  
for  
**SINGLE AVAILABLE SOURCE PROCUREMENT**

**Agency:** Child and Family Services Agency  
**Caption:** Therapeutic Group Home Services  
**Contractors:** Jackson-Field Home, Inc. and Starflight Enterprise, Inc.  
**Contract No.:** CFSA-12-C-0008 and CFSA-12-C-0009

**FINDINGS**

**1. AUTHORIZATION:**

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

**2. MINIMUM NEED:**

The Government of the District of Columbia, Child and Family Services Agency (CFSA), has the following minimum need:

- (a) CFSA has a continual need for contractual services for the delivery of therapeutic group home care, on its behalf, for wards of the District aged 13 to 21 that cannot be served by traditional group home or independent living programs; in facilities licensed as a youth residential facility in its jurisdiction of operation in accordance with the licensure regulations set forth by District of Columbia Municipal Regulations, Title 29, Chapter 62 or 63, for the period of October 1, 2011 through September 30, 2012.
- (b) The Providers listed above are currently providing therapeutic group home services to wards of CFSA, and have existing delivery systems in place to provide services. These systems were developed over many years with close coordination with CFSA's Placement Administration.
- (c) The Agency has a need for therapeutic group home services to children and families in order to maintain compliance with the *LaShawn A. v. Fenty* Implementation and Exit Plan December 2010 (I&EP) and to prevent a disruption of services throughout the District.

**3. ESTIMATED FAIR AND REASONABLE COST:**

The estimated reasonable cost for providing therapeutic group home services is \$824, 964.00 and \$918,623.40 respectively for an estimated total of \$1,743,587.40

**4. FACTS WHICH JUSTIFY A SINGLE AVAILABLE SOURCE PROCUREMENT:**

CFSA is charged with protecting children and youth from abuse and neglect, by ensuring a safe, permanent placement for those removed from their homes that cannot effectively support them in meeting their goals by providing congregate care and supportive services in accordance with all existing federal and District of Columbia laws, rules, and regulations, including appropriate District licensure requirements, and consistent with policies, procedures and standards promulgated by the Child and Family Services Agency.

The proposed classes of contractors are the only entities capable of meeting the District's minimum need during the proposed period of performance. Secondly, the proposed contractors are currently contracted with the District of Columbia, and, each of the proposed contractors haven the necessary experience in providing therapeutic group home services on behalf of CFSA to wards of the District in their specified wards of the District of Columbia and surrounding jurisdictions. Moving these residents out of their existing placement may result in disruption of care currently being provided and is not in the best interest of the youth.

Finally, the proposed contractors have demonstrated sufficient staffing and the financial soundness over the last few years which are necessary to provide said services.

**5. CERTIFICATION BY AGENCY HEAD:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Debra Porchia-Usher  
Interim Director  
Child and Family Services Agency

**6. CONTRACTING OFFICER CERTIFICATION:**

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.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tara Sigamoni  
Agency 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 Section 402 of the Procurement Practices Reform Act of 2010, effective April 8, 2011 (D.C. Law 18-371; D.C. Official Code § 2-354.02). I further find that the contractors listed above are the only available sources that can meet the District's minimum needs. Accordingly, I determine that the District is justified in using the sole source method of procurement.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tara Sigamoni  
Agency Chief Contracting Officer