DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT

Agency: Department on Disability Services
Requisition No: RQ908961
Caption: Residential Habilitation Services
Contractor: Aging and Family Services of Mineral County, Inc.

FINDINGS

1. **Authorization:**

D.C. Official Code §2-354.04; 27 DCMR 1802.7

2. **Minimum Need:**

The Department on Disability Services (DDS), Developmental Disabilities Administration (DDA), requires the continued services of a local and national expert in primary care for persons with intellectual and developmental disabilities (IADD), academic medicine and quality care to continue to address the quality, availability, access to and consistent implementation of health care for persons served by DDS. These services are required to assist the agency in implementing DDA's Health Care Initiative effective May 12, 2008 and meet requirements of the 2010 Revision of the 2001 Plan for Compliance and Conclusion of Evans v. Bowser in fiscal year 2016 and beyond.

3. **Estimated Fair and Reasonable Price:**

The estimated fair and reasonable price is $11,520 per year.

4. **Facts That Justify Sole Source Procurement:**

A. The individual is an Evans Class Member who is currently residing natural home setting in West Virginia. The individual receives services from the family through the Specialized Family Care Program (SFCP); a state Medicaid plan through the West Virginia Department of Health and Human Services (WV DHHS). She is on the wait list for the D.C. Home and Community Based Services Medicaid Waiver equivalent in West Virginia. Due to the nature of the individual's disability, she requires 24 hour supports and services for all activities of daily living. During her last Individual Support Planning meeting, the team identified the need for her to receive respite services to provide relief for her family. These services are not available through the SFCP and there are no DDS respite providers located close enough to the home to provide these services. The family informed DDS of a possible provider of services (Aging and Family Services, Inc., of Mineral County) which is uniquely qualified and positioned to provide respite services for the individual. Aging and Family Services

is exceptional because of the quality and experience of staff hired to implement respite services as well as their proximity to the individual's home. In addition, Aging and Family Services is familiar with both the individual and her family. This familiarity will provide stability for the individual and prevent disruptions to her daily routine.

B. A notice of intent to award a sole source contract was posted to the OCP website, www.ocp.dc.gov on October 19, 2015. No responses or objections were received within the ten-day period or to this date.

C.

5. Certification of Findings

I have reviewed the above findings and certify that they are true, accurate, and sufficient to justify the use of the sole source method of procurement under the cited statutory authority. I recommend and authorize the use of the sole source procurement method for this proposed contract.

Laura L Nuss

Laura L. Nuss, Director
Department of Disability Services

11/16/15
Date

DETERMINATION

Based on the above findings and in accordance with the above-stated authority, I hereby determine that the Department on Disability Services is justified in awarding sole source to Aging and Family Services of Mineral County, Inc. as described above.

Callie Byrd-Williams
Chief Contracting Officer

Date