

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

CONTRACT NO:	R0771454
CAPTION:	Summer leadership and humanities program for summer youth
PROPOSED CONTRACTOR:	Humanities Council of Washington, DC
PROGRAM AGENCY:	Department of Human Services
AUTHORIZATION:	D.C. Official Code §2-354.04, 27 DCMR 1304 and 1700

1. MINIMUM NEED:

The Department of Human Services (DHS), Office of the Director, is seeking a contractor to implement a high-quality leadership program that focuses on community activism and the history of Washington, DC. This program will be offered to students participating in the Summer Youth Employment Program (SYEP) at the DC Department of Human Services (DHS) over a six week period.

2. ESTIMATED REASONABLE PRICE:

The estimated fair and reasonable price to provide the required services for the summer of FY12 is \$15,000. The estimated price will include approximately 25 youth participants over the six week summer program. This accounts for three sessions a week totaling 18 sessions at a cost of approximately \$33 per session or \$600 per participant.

3. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

The Humanities Council of Washington, DC (HCWDC) is uniquely positioned to provide high-quality leadership and skills training, with a humanities focus, to students participating in the Summer Youth Employment Program (SYEP) at the DC Department of Human Services (DHS). The Council has developed an established record of success producing a program that features empowering guest speakers, exciting field trips, and skill-building media projects. Additionally, the Council's 30 years of grantmaking and humanities programming in DC have allowed the organization to establish an extensive network of partners including public schools, libraries, universities, and hundreds of non-profits dedicated to literature, history, education, and civic responsibility.

Like most leadership trainings, Soul of the City emphasizes skills, protocols, and access to people and information, but the program complements these areas by exploring them through the lens of the humanities disciplines: history, ethics, literature, language, jurisprudence, philosophy, art criticism, and comparative religion. Unlike most leadership trainings, the Soul of the City program provides DHS summer youth with vital information about each of their respective communities and the District as a whole. In addition to the unique experience

that youth in the Soul of the City program are afforded, the return on investment is tremendous. DHS will invest \$15,000 for approximately 25 youth participants. Over the six week program, this accounts for three sessions a week totaling 18 sessions at a cost of approximately \$33 per session or \$600 per participant.

Program Leadership

The Soul of the City program will include leadership from an individual who has a great amount of experience with managing and overseeing humanities and leadership programs in urban areas. In addition, the program will include college students to serve as peer facilitators. These facilitators are trained to facilitate various discussions with program participants as well as conduct goal setting sessions with young people from various backgrounds. In addition, the peer facilitators serve as informal mentors to program participants as they are able to provide information on various facets of the college application process and all facets of the college experience.

Program Background

HCWDC inaugurated the Soul of the City program in 2004, selecting 40 high school students from around the District, giving priority to those living in Wards 7 and 8. That first year, students participated in walking tours, moderated discussions, oral history projects, creative writing exercises, and historical research during an intensive week of activities just after the conclusion of the SYEP, and before the start of school.

For seven years, the Council has built on this successful model, eventually moving the program to the DC Public School's Spring Break period in April. In 2011, as part of an effort to expand the reach of Soul of the City, the Council launched a pilot partnership with DHS to bring the program to the DHS SYEP. As in previous years, students toured the city with our partners, heard lectures from grantee and university scholars, and developed media projects reflecting what they learned about the humanities, their own capacity to act as civic leaders, and the city of Washington. Understanding the mission and goals of DHS, each of last year's activities were aimed at helping students explore the meaning of "home" and "homelessness" in Washington, DC. Future themes could include: "What basic needs does our humanity entitle us to?"; "Protecting human rights at home and around the world."; or "Immigrant asylum and refugee rights."

Evaluations from the program showed that most students genuinely felt that the program helped them discover something new about themselves and their community. HCWDC is hoping to extend the partnership with DHS in 2012 by serving more of the agency's SYEP employees, expanding the number of daily activities, and further publicizing the students' final media projects. It is a program and a goal that can only be accomplished using Soul of the City and the Humanities Council of Washington, DC's proven methods, and trusted partners.

The Soul of the City program is the only program of its kind in the District.

4. CERTIFICATION BY AGENCY HEAD

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

3/28/12
Date

David A. Bern
Director, DHS

5. 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 Section 404(c) of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Official Code §2-354.04). 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 8-371; 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