

DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT

AGENCY: Department of Human Services, Family Services Administration
CONTRACTOR NO.: DCJA-2006-D-SC01
CONTRACTOR: The Community Partnership for the Prevention of Homelessness
CAPTION: Management Oversight of the District's Homelessness Program

1. AUTHORIZATION:

D.C. Code § 2-354.04 and 27 DCMR § 1701

2. MINIMUM NEED:

Department of Human Services (DHS), Family Services Administration (FSA) is seeking the continued services of the Contractor to provide management/administrative oversight services of the District's Homeless Services Program. The Contractor is required to provide management/administrative oversight for the homeless services continuum of care which includes a network of service providers who provide services to approximately 17,000 homeless individuals and families in the District of Columbia. The continuum of care services includes street outreach services, emergency shelters, transitional housing units, and permanent housing supportive services.

The period of performance for the three-month sole source extension will be October 1, 2011 through December 31, 2011.

3. ESTIMATED FAIR AND REASONABLE COST:

The estimated fair and reasonable price to provide the required services for the period of October 1, 2011 through December 31, 2011 is \$18,300,956.56. The price has been determined fair and reasonable based on current monthly rates paid by the District.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

The Contract was competitively awarded on November 29, 2005 to the Contractor as the highest ranked offeror based on technical and price factors to provide management/administrative oversight services for the District's Homeless Services Program. The Contract was awarded for a base period of one year, with four one-year option periods.

To establish successor services, initially six solicitations were prepared. The solicitations were based on the segregation of the contracted services in preparation of a DHS staff initiative to have capacity to manage the multiple resultant contracts. Four solicitations were advertised; one of which resulted in evaluation of a received proposal. However, due to budgetary constraints and lack of legal sufficiency, the segregated services were consolidated into a single solicitation. The consolidated solicitation was advertised on August 3, 2011 and is anticipated to be awarded by December 2011.

The Contract was previously extended for a total of 210 days to ensure continuation of services for homeless individuals and families in the District until award of a replacement contract. The current sole source contract extension expires September 30, 2011.

The District, therefore, has a need to extend the Contract for a period of 90 days to allow for the receipt of proposals, negotiations, and award of the competitive solicitation. Under this extension, the Contractor shall continue to provide the services presently required in the Contract.

The Contractor is the only vendor with the required infrastructure to meet the District's minimum need of ensuring continuation of services for homeless individuals and families in the District until award of a replacement contract. The Contractor has maintained contract compliance and satisfactory contract performance since award.

In consideration of the District's minimum need and a competitive solicitation is in process, a market survey was not conducted.

5. CERTIFICATION BY THE AGENCY HEAD:

I hereby certify that the findings set forth above are true, correct, and complete to the best of my knowledge and that the proposed contract extension is in the best interest of the District of Columbia.

David A. Berns
Director
Department of Human Services

Date

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.

Drakus Wiggins
Contracting Officer
Office of Contracting and Procurement

Date

7. CERTIFICATION BY COMMODITY MANAGER:

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 statutory authority. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed sole source contract extension.

Courtney Lattimore
Commodity Manager
Office of Contracting and Procurement

Date

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 § 2-354.04. Accordingly, I determine that the District is justified in using the sole source method of procurement.

James D. Staton, Jr.
Chief Procurement Officer
Office of Contracting and Procurement

Date