

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

Agency: Department of Behavioral Health
Contract No.: RM-11-RFQ-111-LMS-OF
Caption: Web-Based Learning Management System
Contractor: Trilogy Integrated Resources, LLC
1101 5th Avenue, Suite 250
San Rafael, CA 94901

FINDINGS

1. AUTHORIZATION:

D.C. Code § 2-354.04; DCMR § 1701 and 2005.2(b)

2. MINIMUM NEED:

The Department of Behavioral Health has a continuing need to provide Web-Based Learning Management System (LMS) for the training of DBH employees and various stakeholders through DBH's Training Institute.

The period of performance will be October 1, 2016 through December 31, 2016.

3. ESTIMATED FAIR AND REASONABLE PRICE:

The estimated price to provide the required services for the period of performance is \$8,511.00 based on the pricing from Option Year 4. The rates have been previously determined fair and reasonable based on current monthly rates paid by the District.

4. FACTS THAT JUSTIFY A SOLE SOURCE PROCUREMENT:

Trilogy Integrated Resources, Inc. has been providing Web-Based Learning Management System to the Department of Behavioral Health's Training Institute for over four (4) years. Trilogy Integrated Resources, Inc. has demonstrated that it is responsible in its performance during the base and previously awarded option years. The Web-Based Learning Management System (LMS) will expire on September 30, 2016. A replacement Solicitation was advertised on July 13, 2016 and the new contract shall be awarded to another Contractor. For a smooth transition the current contract need to be extended to allow the new Contractor time to

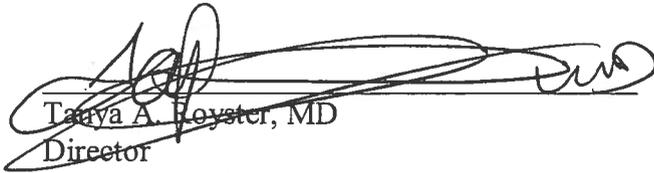
In accordance with DCMR subsection 2005.6 (b) the District hereby determines that these services are critical to the Department of Behavioral Health and it is in the best interest of the District to extend the term beyond the total term specified in the Contract in order to continually assist the Training Institute in providing Training to its employees and external users (various stakeholders) served by DBH's Training Institute of the District of Columbia.

A market survey was not performed because the Department of Behavioral Health and the Contracting Officer has determined that the Contractor is capable and qualified to provide these critical services with minimal risk and a market survey would not change these conditions.

Failure to extend the Contract will prevent the Training Institute in providing Training to its employees and external users (various stakeholders) served by DBH's Training Institute of the District of Columbia, therefore a three (3) month extension is necessary to continue the current services.

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.


Tanya A. Royster, MD
Director

Department of Behavioral Health

9/19/2016
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. I certify that the sole source notice of Intent to Award a Sole Source Contract was posted on the OCP website and no valid responses were received regarding the posting. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed Human Care Agreement.

George G. Lewis
Interim Chief Contracting Officer
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.

George Schutter, III
Chief Procurement Officer
Office of Contracting and Procurement

Date