

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

Agency: Child and Family Services Agency  
Caption: NEICE Database User Fees  
Contractor: American Public Human Services Association (APHSA)  
Contract Number: RQ956709

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Official Code §2-354.04, 27 DCMR 1304 1700 and 1701

**2. MINIMUM NEED:**

The Government of the District of Columbia, Child and Family Agency (CFSA), has an immediate need for access to the national database, which includes an annual user fee, to use the database created by APHSA for Interstate Compact States.

**3. ESTIMATED REASONABLE PRICE:**

**\$25,000.00**

**4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:**

The National Electronic Interstate Compact Enterprise (NEICE) is a National one of its kind database created by APHSA for Interstate Compact States. The purpose of the NEICE system is to streamline the Interstate Compact on the Placement of Children (ICPC) administrative process to achieve improved and less costly service delivery. The system will be designed to collect, track and report uniform interstate data, exchange case files in real time, and provide timely communications and placement decisions regarding interstate placements. In addition, data collected will provide: a comparison of the District's cost savings for postal charges and other paper-based expenses (pre-and post-pilot), evidence-based information about best practices when placing interstate children, and inform organizational efficiencies while driving decision-making regarding the viability of pilot expansion. The intent of this database is for all 50 states and the District of Columbia to electronically transmit foster care and adoption cases electronically, in an efficient and timely manner. At this time, there are seven (7) states using this NEICE system which includes the District of Columbia and the plan is to add six (6) more states this year (2017), and another 12-15 states in the year 2018. In a few years, all 50 states, DC and Virgin Islands would adopt this NEICE system.

The District as a NEICE user, is required to pay a User Fee of \$25,000.00 a year. In the coming years, DC will significantly reduce or eliminate the mailing costs (US mail, FedEx, UPS, Priority Mail etc.) associated with sending ICPC referrals to other compact states.

5. **CERTIFICATION BY AGENCY HEAD:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Brenda Donald, Director  
Child and Family Services Agency

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 notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304. No responses were received.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tara Sigamoni  
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 18-371; 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

\_\_\_\_\_  
Tara Sigamoni  
Chief Procurement Officer