

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Child and Family Services Agency



CONTRACTS AND PROCUREMENT ADMINISTRATION

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

CONTRACT NO.: CFSA-10-C-0103
CAPTION: Mental Health Services
PROPOSED CONTRACTOR: API Associates, Inc.

FINDINGS

1. AUTHORIZATION:

D.C. Official Code § 2-354.04, 27 DCMR 1304 and 1702

2. MINIMUM NEED:

The Government of the District of Columbia, Child and Family Services Agency (CFSA), has the following minimum need:

- (a) The Government of the District of Columbia, Child and Family Services Agency (CFSA) has a need for contractors that provide mental health services. Functions that include individual and family therapy for children and their families who are in the care of the District of Columbia, Child and Family Services Agency CFSA.

3. ESTIMATED REASONABLE PRICE:

\$18,480.00

4. FACTORS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

- (a) The Government of the District of Columbia and Child and Family Services Agency (CFSA), has a minimum requirement to procure mental health services for children and their families who are in the care of the District of Columbia, Child and Family Services Agency CFSA.;

(b) The current contractor is capable of meeting the District's need for mental health services during the proposed period of performance due to them having a working knowledge of CFSA requirements and responsibilities as it pertains to individual and family therapy.

5. CERTIFICATION BY AGENCY HEAD:

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

Date

Brenda Donald
Director

CERTIFICATION BY CONTRACTING OFFICER

6. 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 and that I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract

Date

Tara Sigamoni
Agency Chief Procurement 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 bidding process under either Section 402 or 403 of the District of Columbia Procurement Practice 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
Agency Chief Procurement Officer