

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Child and Family Services Agency



CONTRACTS AND PROCUREMENT ADMINISTRATION

DETERMINATION AND FINDINGS
for
SINGLE AVAILABLE SOURCE PROCUREMENT

Agency: Child and Family Services Agency
Caption: Consultant Services
Contractor: Charlie Samuels, Jr.
Contract No.: CFSA-10-C-0052

FINDINGS

1. AUTHORIZATION:

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

2. MINIMUM NEED:

The Government of the District of Columbia, Child and Family Services Agency (CFSA) has a need for a contractor to provide assistance on several initiatives, which will increase, stabilize, and substantiate CFSA's Title IV-E and Title XIX claims, and to provide technical assistance to CFSA with respect to the Title IV-E Foster Care and Adoption Assistance program requirements and regulations for the period of October 20, 2012 through October 19, 2013, with minimal mobilization time.

3. ESTIMATED FAIR AND REASONABLE COST:

The estimated reasonable cost for providing therapeutic group home services is \$150,000.00

4. FACTS WHICH JUSTIFY A SINGLE AVAILABLE SOURCE PROCUREMENT:

CFSA is charged with protecting children and youth from abuse and neglect, by ensuring a safe, permanent placement for those removed from their homes that cannot effectively support them. Many of the services are required to meet this charge, including, but not limited to room and board payment, social work interventions, case management services, rehabilitation services, and adoption assistance are reimbursable through Medicaid (Targeted Case management and Health and Behavioral Health services) and title IV-E (Foster Care and Adoption Assistance). In order to claim reimbursement for the associated costs for these services, CFSA must document the child's eligibility for such services and submit a claim in

accordance with requirements as specified under the District's Medicaid and Medicare programs.

The proposed contractor is the only entity capable of meeting the District's minimum need during the proposed period of performance with no mobilization time. Secondly, the proposed contractor is currently contracted with the District of Columbia, and has the necessary experience in assisting CFSA with its claim processing services.

Finally, the proposed contractor has demonstrated sufficient capabilities and financial soundness over the last few years which are necessary to provide said services.

5. CERTIFICATION BY AGENCY HEAD:

I hereby certify that the above findings are true, correct and complete to the best of my knowledge.

Date

Brenda Donald
Director
Child and Family Services Agency

6. CONTRACTING OFFICER CERTIFICATION:

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 no response was received.

Date

Tara Sigamoni
Agency Chief 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 bidding process under Section 402 of the Procurement Practices Reform Act of 2010, effective April 8, 2011 (D.C. Law 18-371; D.C. Official Code § 2-354.02). I further find that the contractor listed above is the only available sources that can meet the District's minimum needs. Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

Tara Sigamoni
Agency Chief Contracting Officer

