

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

CONTRACT NO.: DCEB-2013-C-0002

CAPTION: Promising and Workforce Investment Council Effective Practices Network (PEPNet)

PROPOSED CONTRACTOR: National Youth Employment Coalition

PROGRAM AGENCY: Office of the Deputy Mayor for Planning and Economic Development

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, Office of the Deputy Mayor for Planning and Economic Development has a minimum need for a contractor to provide performance measurement standards and technical assistance to ensure grantee consistency and to ensure that grantees have access to technical assistance and guidance to help improve performance. These standards and tools are used as a basis for technical assistance that will be provided by Coalition staff. The proposed term for the contract is date of award through September 30, 2013.

3. ESTIMATED REASONABLE PRICE:

\$40,000.00

4. FACTORS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

Last year, the District had seven (7) out-of-school youth (OSY) contracts funded under the Workforce Investment Act (WIA). These contracts were entered into in August of 2011 and expired in August of 2012. The District had the option to renew the current contracts on an annual basis for up to four years; however, the WIC decided not to exercise renewal options on the current contracts, and instead issue a new Request for Applications (RFA) for grants to provide OSY services beginning on or around October 15, 2012. One of the main reasons for issuing a new RFA was there was insufficient information about services provided and outcomes achieved under the current OSY contracts. Sufficient data was not available to substantiate if these contracts were successfully serving youth eight months into the contract year.

The new RFA for out-of-school youth services specifies that programs must provide monthly reports on outcomes achieved, as well as on interim quantitative program measures of progress that will track program services provided and student progress towards specified outcomes. Obtaining information on outcomes from the providers is imperative in order to meet federal standards.

The District is seeking approval to enter into a sole source contract with the National Youth Employment Coalition (NYEC) to procure data management technical assistance and services offered through NYEC's Promising and Effective Practices Network (PEPNet) program for youth training and employment programs funded under the federal Workforce Investment Act (WIA) and overseen by the DC Workforce Investment Council (WIC) and the Department of Employment Services (DOES). These services will assist the WIA-funded District out-of-school youth programs improve their performance outcomes management and financial accountability structures.

Under WIA, youth serving programs are required to report a range of performance information, including data on youth served, services provided, educational gains made, skills attained, employment status, etc. In the past, concerns have been raised by the Department of Labor (DOL) and others because of inadequate evidence of services provided and outcomes achieved, as well as other issues related to data reporting and tracking methods.

NYEC possesses a unique and singularly capability to provide both technical assistances, as well as a nationally-recognized proprietary set of tools designed to promote youth employment program improvement. This is the only organization able to deliver this particular suite of services. Moreover, the Community Foundation for the National Capital Region is providing the WIC with a unique opportunity to procure these services at a reduced cost.

5. CERTIFICATION BY AGENCY HEAD:

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

Date
Victor L. Hoskins, Deputy Mayor

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.

Date
Jacque McDonald, CPPO, CPPB, SPSM, MBA, MST
Director, Contracts and Procurement

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
Jacque McDonald, CPPO, CPPB, SPSM, MBA, MST
Director, Contracts and Procurement