

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Child and Family Services Agency



CONTRACTS AND PROCUREMENT ADMINISTRATION

DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT

REQUISITION NO.: DCRL-2015-R-0095
CAPTION: Quality Service Review - Training
PROPOSED CONTRACTOR: Child Welfare Policy & Practice Group
PROGRAM AGENCY: Child and Family Services Agency

FINDINGS

1. **AUTHORIZATON:**

D.C. Official Code § 2-354.04, 27 DCMR 1304.1 and 1700 and 1701

2. **MINIMUM NEED:**

The District of Columbia, Child and Family Services Agency, Office of Policy, Planning and Program Support (OPPPS) has an immediate need for a Contractor to provide training in order for OPPPS to be able to complete their Quality Service Reviewers (QSRs) for FY16.

3. **ESTIMATED REASONABLE COST:**

Not To Exceed: \$90,000.00.

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

In accordance with the provisions of 27 DCMR Section 1703.4, this procurement is exempt from the competition requirements because it is job related training and consultation for District employees.

- a) The training request is in response to the measurement requirements of the LaShawn v Bowser strategy plan. The exit plan requires CFSA to conduct Quality Service Reviews (QSRs) and to use the findings of these reviews to verify progress. In response, CFSA is working to increase its capacity to conduct reviews and is striving to familiarize both management and line staff with the requirements of the review process to increase the likelihood that elements where performance is below expectations can be improved. Staff from the Child Welfare Policy & Practice Group developed both the QSR tool and

the CSR tool formerly used by Department of Mental Health (DMH), and retains the copyright on the product.

- b) The Child Welfare Policy & Practice Group holds the copyright to the QSR. Ray Foster a representative of Child Welfare Policy & Practice Group will be conducting the training and consulting for QSR and he is the recognized national expert in the development of the QSR and has been providing consultation and technical assistance to CFSA and the Department of Mental Health to revise the existing QSR-protocol to develop a joint protocol that will be used by both agencies and that has been approved by the Court Monitor. The Court Monitor relies on QSR findings in making reports to the Court and Parties to the lawsuit. The Court Monitor has funded Ray Foster to develop the joint protocol and Mr. Foster is lead to train CFSA and Department Mental Health (DMH) on the new tool.

5. **CERTIFICATION BY AGENCY HEAD:**

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

Date

Interim Director
Raymond Davidson

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 and no response was received.

Date

Tara Sigamoni
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 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