

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.: DCRL-2012-R-0089
CAPTION: Child Welfare System Consulting Services
PROPOSED CONTRACTOR: Wendy Jacobson
PROGRAM AGENCY: Child and Family Services Agency

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 an immediate need for the services of Wendy Jacobson to provide Child Welfare System Consulting Services with a limited mobilization lead time.

3. ESTIMATED REASONABLE PRICE:

\$9,817.50

4. FACTORS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

- (a) The proposed provider, Wendy Jacobson, provides data for best practices in the field and develops a conceptual framework and implementation plan for advancing current practices. Wendy Jacobson has extensive experience working in Public Policy as regards Child Welfare. She also served as Special Assistant to the Deputy Assistant Secretary for Children and Families in the U.S. Department of Health and Human Services.
- (b) The proposed provider is aware of the services to be provided and is capable of performing services within the time constraints levied by the Agency. Wendy Jacobson, MSW, is an independent consultant specializing in research, analysis and issue development on policy and programming in the human services field. Over the last 14 years her work has covered, among other topics: health care and public benefits access, domestic violence and child welfare linkages, state-level budget advocacy, mental health services delivery, human services reform efforts, welfare-to-work programming,

education benchmarking, local public school budgeting and management, and large-scale citizen engagement.

- (c) A market survey was considered, but given the Agency's immediate need Wendy Jacobson is the best, most qualified consultant.

5. CERTIFICATION BY AGENCY HEAD:

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

Date

Director
Brenda Donald

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 that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

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