DETERMINATION AND FINDINGS
FOR
SINGLE AVAILABLE SOURCE CONTRACT

Agency: Child and Family Services Agency (CFSA)
Caption: Professional Foster Parents
Providers: TBD
Contract No: DCRL-2018-C-0061

FINDINGS

1. **AUTHORIZATION:**

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700 and 1701

2. **MINIMUM NEED:**

The District of Columbia ("District"), Child and Family Services Agency ("CFSA") has a continuous need for Professional Foster Parents to provide care twenty-four (24) hours per day, seven (7) days a week to youth in the District's child welfare system.

The Option Year Three (3) period of performance shall be from August 2, 2021 through August 1, 2022.

3. **ESTIMATED FAIR AND REASONABLE PRICE:**

$205,107.20

4. **FACTS WHICH JUSTIFY A SOLE SOURCE EXTENSION OF CONTRACT:**

CFSA advertised its recruitment for foster parents and conducted four (4) informational sessions. 31 participants attended these sessions. A profile created by CFSA was distributed to all 31 participants. A total of 10 participants returned the completed profiles. A panel of four (4) Licensed Independent Clinical Social Workers (LICSW) reviewed the profiles.

Nine (9) out of the ten (10) applicants that submitted their profiles were invited to interview. The interview panel consisted of three members and the interview consisted of two parts. Part one focused on gathering information on the individual's motivation to become a professional foster parent and their experience in working with the teen population. The second part focused on providing the individual with various behavioral scenarios to gauge their ability to handle crisis and incidents.

Individuals were scored between 1 (unfavorable) to 5 (highly favorable). The highest score an individual could receive was 25. Individuals were scored in the areas of:

A. Experience

B. Engagement
C. Flexibility/Adaptability
D. Communication
E. Conflict Resolution

Individuals with a score of 20 or above were considered. Four (4) out of the 9 individuals received a score of 20 or higher.

One of these four individuals, one had a client placed in their home. However, this placement demonstrated the individual's inability to manage the placement and eventually led to the placement disrupting in the middle of the night. This left a total of three individuals. CFSA intends to enter into contracts with the remaining three (3) individuals to serve as Professional Foster Parents.

5. CERTIFICATION BY THE CONTRACT SPECIALIST:

I hereby certify that the above findings 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 that Agency Chief Contracting Officer approve the use of the sole source procurement method for the proposed contract.

_____ _____
Date Danyel Riley
Contract Specialist

DETERMINATION

Based on the above findings and in accordance with the cited authority, it is hereby determined that is not feasible or practical to invoke the competitive solicitation process under either §402 or §403 of the District of Columbia Procurement Practices Reform Act of 2010 (DC Law 18-37); D.C. Official Code §2-354.02 or §2-354.03). Accordingly, it is further determined that the District is justified in using the sole source method of procurement.

_____ _____
Date Tara Sigamoni
Agency Chief Contracting Officer