

# GOVERNMENT OF THE DISTRICT OF COLUMBIA

Child and Family Services Agency



CONTRACTS AND PROCUREMENT ADMINISTRATION

## DETERMINATION AND FINDINGS FOR SOLE SOURCE PROCUREMENT

Agency: Child and Family Services Agency  
Caption: Quality Service Review - Training  
Contract: RQ783353

### FINDINGS

1. Authorization:

DC Official code §2-354.04, 27 DCMR 1304; Section 313, of the Procurement Practices Act of 1985 (PPA), as amended, DC Official code §2-303.12 and 27 DCMR 1711.1

2. Minimum Need:

The District of Columbia, Child and Family Services Agency, Office of Policy, Planning and Program Support has an immediate need for a Contractor to provide training in order for OPPPS to be able to complete their QSRs for FY12.

3. Estimated Fair and Reasonable Cost:

\$15,959.00

4. Facts Which Justify and Emergency 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 for District employees.

1) Human Systems and Outcomes (HSO) holds the copyright to the QSR. Ray Foster 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 DMH on the new tool. The training scheduled for September 26-27.

2) Human Systems and Outcomes (HSO). HSO has offered similar trainings to:

**Alabama - Department of Child Protective Services, Human Resources,  
Department of Education, Day Treatment and Residential Treatment**

**Arizona – Children’s Mental Health and Department of Health**

**Arkansas**

- Department of Human Services

**Casey Family Services**

- Quality Service Review Protocol, Family Preservation Program, Portland, Maine
- Quality Service Review Protocol, Family Resource Center, Lowell, Massachusetts
- Quality Service Review Protocol, Family Advocacy and Support Program, Vermont
- Quality Service Review Protocol, Family Connections Program, Bridgeport, Connecticut
- Quality Service Review Protocol, Family Resource Center, Baltimore, Maryland

**Center for the Study of Social Policy**

- Quality Service Review Protocol, for use with the Community Partnerships for Protecting Children Initiative of the Edna McConnell Clark Foundation, CSSP

**Delaware**

- Department of Education

**Florida**

- System of Care Case Review Protocol, Florida Department of Children and Families

**Georgia**

- Georgia Department of Human Resources, Division of Family and Children Services.
- Children’s Mental Health Services, Dekalb County Community Services Board

**Hawaii**

- Department of Health,
- Division of Child and Adolescent Mental Health Services)
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**Iowa**

- Iowa Department of Human Services, Division of Behavioral, Developmental, and Protective Services for Families, Adults, and Children

**New York**

- Quality Service Review, New York Office of Children and Family Services and New York City Administration for Children’s Services

**North Carolina**

- Department of Health and Human Services, Division of Mental Health, Developmental Disabilities, and Substance Abuse

**Missouri**

- Department of Social Services, Division of Family Services

**Tennessee**

- Commission for Children and Youth

- Case Review Protocol for examination of the Impact of Managed Care on Children with Serious Emotional Disorders, The Impact Project, Vanderbilt University

**Utah**

- Department of Human Services, Division of Child and Family Services

**Washington, DC**

- Department of Mental Health
- Child and Family Services Administration

5. Certification by Contract Specialist:

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

\_\_\_\_\_  
 Shamika Place  
 Contract Supervisor

\_\_\_\_\_  
 Date

6. Certification by the Contracting Officer:

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

DETERMINATION

Based on the above findings and in accordance with D.C. Officials Code §2-303.12, 27 DCMR 1711.1, DC Official code §2-354.04, and 27 DCMR 1304, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (DC Law 18-371; DC 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

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 Tara Sigamoni  
 Agency Chief Contracting Officer