

**CLASS DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENTS**

**Contracting Agency:** Department on Disability Services (DDS)  
**Caption/Services:** Vocational Services  
**Providers:** See Attachment

FINDINGS

1. **AUTHORIZATION**

D.C. Official Code § 2-354.04, 27 DCMR §§ 1304 and 1702.

2. **MINIMUM NEED**

The Department on Disability Services (DDS), Rehabilitation Services Administration (RSA), has a continued need to provide Vocational Services to RSA clients using multiple human care providers, for a period of one year.

3. **ESTIMATED FAIR AND REASONABLE COST**

The estimated fair and reasonable price paid for Vocational Services is \$1,853,660.00

4. **EXPIRATION DATE**

This Determination and Findings shall expire on November 30, 2015.

5. **FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT**

In the 2013, US Department of Education (DOE) monitoring review of the vocational rehabilitation services program, DOE required DDS/RSA to establish and maintain written policies that govern the rates of payment for all purchased VR services in order to ensure that the agency pays the same amount for the same services in the same geographic area.. DDS/RSA intends to establish rates for many vocational services by regulation. Until the legal process of fixing rates by regulation is finalized, DDS/RSA does not deem it prudent to re-issue the HCA application to add new providers or for current providers in their final option year to reapply.

Considering the base year and 4 one-year option periods, the 5<sup>th</sup> and final year of HCAs with the providers listed on the Attachment expire on December 31, 2014. Therefore, in order to not have to renegotiate rates after rates are fixed by regulation, the extension of option year 4 is in accordance with the terms of the HCA and will be the most advantageous method of fulfilling the District's need, when price and other factors are considered.

The District's need for continuity of services and the potential cost of disrupting services is taken into account in deciding to extend the option. The extension of the current contract period is the most advantageous method of fulfilling the District's need, when price and other factors are considered. The potential cost if operations were disrupted would require the District to renegotiate prices that may be higher than the prices offered in the current option period, which are also the nexus of the proposed fixed rates.

6. **CERTIFICATION OF FINDINGS BY DIRECTOR**

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

  
Andrew Reese  
Deputy Director  
Department on Disability Services/  
Rehabilitation Services Administration

12-10-14  
Date

7. **DETERMINATION**

Based on the findings above and in accordance with D.C. Code § 2-354.04, 27 DCMR §§ 1304 and 1702, it is hereby determined that it is in the best interest of the District, to continue to provide the vocational service by extending the existing HCAs under the sole source method of procurement.

  
Marsha Robinson  
Contracting Officer

12-10-2014  
Date

## CLASS D&F ATTACHMENT

<u>CONTRACTOR</u>	<u>CAPTION</u>	<u>HUMAN CARE AGREEMENT NO. (HCA)</u>
SEEC	Vocational Training Services - Supported Employment	DCJM-2012-H-0006-01
Lt. Joseph P. Kennedy Institute	Vocational Services-Supported Employment, Work Adjustment and Ticket to Work	DCJM-2010-H-0002-11
St. John s Community Services	Vocational Services-Supported Employment, Job Placement, Ticket to Work, and Work Adjustment Services	DCJM-2010-H-0002-09
National Children s Center, Inc.	Vocational Services-Supported Employment, Job Placement and Employment Benefit Analysis and Planning Services	DCJM-2010-H-0002-14
Creative Options & Employment, LLC	Vocational Services-Supported Employment, Job Placement	DCJM-2013-H-0002-02
Linden Resources Inc.	Vocational Services-Supported Employment and Job Placement Services	DCJM-2011-H-0004-03
Art and Drama Therapy Institute, Inc.	Vocational Services-Supported Employment and Job Placement	DCJM-2010-H-0002-12
Deaf-Reach, Inc.	Vocational Services-Supported Employment and Evidence Based Supported Employment	DCJM-2010-H-0002-13
America Works of Washington DC	Vocational Services-Job Placement	DCJM-2013-H-0002-11
MBI Health Services, LLC	Vocational Services-Job Placement	DCJM-2013-H-0002-01
Psychiatric Center Chartered Inc.	Vocational Services-Evidence-Based Supported Employment	DCJM-2010-H-0002-02
Pathways To Housing DC	Vocational Services-Evidence Based Supported Employment	DCJM-2010-H-0002-07
RCM of Washington, Inc.	Vocational Services- Supported Employment, Job Placement and Work Adjustment	DCJM-2011-H-0004-02
Capitol Hill Supportive Services Programs, Inc.	Vocational Services- Job Placement	DCJM-2010-H-0002-05
Community Connection, Inc.	Vocational Services- Evidence-Based Supported Employment	DCJM-2010-H-0002-01

Anchor Mental Health Association	Vocational Services- Evidence Based Supported Employment and Ticket to Work	DCJM-2010-H-0002-16
Work Opportunities Unlimited Contracts, Inc.	Vocational Services - Supported Employment, Job Placement, Work Adjustment, and Trial Work	DCJM-2010-H-0002-17
Davis Goodwill Industries d/b/a/ Goodwill of Greater Washington	Vocational Services - Supported Employment, Job Placement, Work Adjustment, Employment Benefit Analysis and Planning Services	DCJM-2010-H-0009-01
Project ReDirect, Inc.	Vocational Services - Supported Employment, Job Placement and Work Adjustment Services	DCJM-2013-H-0002-08
Laura N. Fisher dba/MBA Non-Profit Solutions	Vocational Services - Supported Employment and Job Placement Services	DCJM-2013-H-0002-06
Bourn Enterprises, LLC T/A Unlimited Opportunities	Vocational Services - Supported Employment	DCJM-2012-H-0006-02
Village Academy of Washington DC	Vocational Services - Job Placement and Employment Benefit Analysis and Planning Services	DCJM-2013-H-0002-07
BizGov Solutions, LLC	Vocational Services - Job placement	DCJM-2013-H-0002-09
Pendergrast Alston Consulting Services	Vocational Services - Job Placement	DCJM-2013-H-0002-05
Green Door	Vocational Services - Evidence Based Supported Employment, Employment Benefit Analysis and Planning Services, and Ticket to Work	DCJM-2010-H-0002-04
Full Circle Employment Solutions, LLC	Vocational Services - Employment Benefit Analysis and Planning Services	DCJM-2011-H-0004-04