

**DETERMINATION AND FINDINGS
FOR A
SOLE SOURCE EXTENSION**

CONTRACT NO: DCPO-2011-C-0110
CAPTION: Professional Licensing Project
PROPOSED CONTRACTOR: Pearson VUE
PROGRAM AGENCY: Department of Consumer and Regulatory Affairs (DCRA)
AUTHORIZATION: D.C. Official Code §2-354.04, 27 DCMR 1304 and 1700

1. AUTHORIZATION:

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

2. MINIMUM NEED:

The Office of Contracting and Procurement, on behalf of the Department of Consumer and Regulatory Affairs (DCRA), Occupational and Professional Licensing Administration (OPLA), is awarding a contract for a "turnkey" approach to provide technical, managerial and administrative services to facilitate licensing operation functions.

The period of performance is expected to be from October 1, 2012 through January 31, 2013.

3. ESTIMATED REASONABLE PRICE:

The estimated value of the contract for the period of October 1, 2012 through January 31, 2013 shall be \$250,000.00

1. Facts Which Justify Renewal or Extension of a Sole Source Contract:

- A. The current contract expires on September 30, 2012 and there are no options years. A request for second best and final offer was issued on May 2, 2012. Best and final offer was received on May 7, 2012 however the District is still in negotiations with a expected award date on or before January 31, 2013.
- B. The Occupational and Professional Licensing Administration (OPLA) is responsible for supporting eighteen (18) professional licensing Boards, Commissions and Programs

representing 144 license categories and approximately 45,000 licensees. These Boards, Commissions and Programs govern the practice of occupations and professions of individuals, firms and Contractors in the District of Columbia as mandated by regulatory laws of the District of Columbia, and are comprised of practitioners and citizens who establish rules to implement legislation, establish criteria for credentials, examinations and professional practice, approve applications, and preside over disciplinary hearings.

- C. Pearson VUE is currently providing satisfactory services for the required professional services and is uniquely positioned to ensure continuity of services.
- D. Interruption of this service would prevent the District from protecting the health, safety, economic interests, and quality of life of residents, businesses, and visitors in the District of Columbia by issuing licenses, enforcing regulatory codes, and providing licensee education. The District of Columbia requires that people who work in certain professions obtain a license to practice to ensure that the public health, safety, and welfare will be reasonably well protected. This measure certifies that all licensees have acquired a certain level of knowledge in their chosen field.
- E. The Office of Contracting and Procurement expects to award a new contract for these services on or before January 31, 2013.
- F. Award of the contract extension under contract DCPO-2011-C-0110 is the only method to ensure that this service continue to be provided without interruption. The extension of the sole source contract is the most advantageous method of fulfilling the District's need, when price and other factors are considered. Pearson VUE has agreed to provide services under the terms and condition of the current contract with the same price offered.

5. CERTIFICATION BY AGENCY HEAD:

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

Date

Director

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] [the response received was rejected because

]. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Date

Deborah J. White
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 solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices 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

James D. Staton, Jr.
Chief Procurement Officer