

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

<b>USING AGENCY:</b>	<b>Department of Health</b>
<b>ADMINISTRATION:</b>	<b>Community Health Administration</b>
<b>CONTRACTING AGENCY:</b>	<b>Office of Contracting and Procurement</b>
<b>CONTRACT NO.:</b>	<b>DCFL-2010-C-8080</b>
<b>CAPTION:</b>	<b>School Nurses Program</b>
<b>CONTRACTOR:</b>	<b>Children's National Medical Center, Inc.</b>

**FINDINGS**

**1. AUTHORIZATION**

DC Official Code, Section §2-354.0 and 27 DCMR, Section § 1702.2 and 2005.6(b).

**2. MINIMUM NEED**

The Government of the District of Columbia, Office of Contracting and Procurement (OCP) on behalf of the Department of Health (DOH) Community Health Administration (CHA) seeks to contract with the Children's National Medical Center, Inc. (Contractor) to continue to provide the management and daily operations of the School Health Nurses Program (Program). The Program encompasses the management oversight of school nurses serving in approximately 173 public, public charters, and special need school sites in the District of Columbia. The Program provides school-based nursing services, health promotion education services, and care coordination services to students in the District of Columbia public and charter schools. Under the Program students learn about health issues, are screened for childhood diseases, are immunized, and are treated and/or referred for services.

The District has some of the highest rates of chronic diseases like asthma, hypertension, cardiovascular diseases, and diabetes in the nation. Many of these chronic conditions can be linked to obesity, tobacco use, poor nutrition, and limited and/or no access to primary health care and health education. Access to school health services for children provides critical early interventions to reduce the onset of preventable diseases and other health conditions, encourages chronic disease management and health education, and ultimately improves the health and well being of the entire community.

The overall goal of the Program is to improve the general health and wellbeing of the children enrolled in District of Columbia public and charter schools through health promotion education and supervised nursing services and follow-up.

**3. ESTIMATED REASONABLE PRICE**

The estimated fair and reasonable price for the contract extension is \$4,500,000.00 from October 1, 2011 through September 30, 2012. The estimated price has been developed based on the monthly installment price listed in the contract that will expire on September 30, 2011.

**4. FACTS WHICH JUSTIFY SINGLE AVAILABLE SOURCE PROCUREMENT**

The current Contractor expires was September 30, 2011. In anticipation of the expiration of the contract, the Office of Contracting and Procurement (OCP) together with DOH are developing a Request for Proposals (RFP) to select a contractor through a competitive process. The District needs additional time to complete the assessment of the most appropriate way to obtain medical services based on the actual service requirements needed by the District for the public and charter schools. Additionally, a transition period will be needed for the new service requirements.

The District has a need for continuity of operations of the Program, without interruption with the Contractor until a long term multi-year contract can be awarded. The Contractor has been providing the services since 2006. The Contractor will continue to provide the same services requirements as presently outlined in Contract No DCHC-2010-C-8080.

The Contractor has the ability to retrieve data for federal reporting, which promotes the District's credibility. The Contractor has a recruitment and staff development plan that includes training on various nursing procedures, to ensure all staff is competent on appropriate procedures. Staff is trained on the use of the Electronic Health Record, so that student medical information is accurately documented in a timely manner. This information includes, but is not limited to, food and medication allergies, medications, emergency contact information, and special procedures required. The Contractor has nurses who are quite knowledgeable regarding the students in their specific school and Ward. They are quite proficient in identifying needs based on the school's environment (internally and externally) and, as the health expert in the school, develop plans to promote health and wellness for the students.

The Contractor is the only vendor with the capability to provide the services starting October 1, 2011.

**5. CERTIFICATION BY AGENCY HEAD OR DESIGNEE**

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

\_\_\_\_\_  
Mohammad N. Akhter, M.D., MPH  
Director  
Department of Health

\_\_\_\_\_  
Date

**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. The notice on intent to award a sole source contract was posted on OCP website and no responses were received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

\_\_\_\_\_  
Drakus Wiggins, CPPB  
Contracting Officer  
Office of Contracting and Procurement

\_\_\_\_\_  
Date

**DETERMINATION**

Based on the findings and authorization noted above, it is hereby determined that the required services be obtained through a sole source procurement. In addition it is determined that this method is in the best interest of the District.

\_\_\_\_\_  
James D. Staton, Jr.  
Chief Procurement Officer  
Office of Contracting and Procurement

\_\_\_\_\_  
Date