

DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT

Agency: Department of Consumer and Regulatory Affairs
Contractor: VA Department of Health-Anatom Prog
Solicitation#: RQ756431
Caption: Cadavers

Findings

1. Authorization

D.C. Code Section 2-303.05(a)(1) and 27 Section DCMR 1700.2(a).

2. Minimum Need

The Office of Contracting and Procurement (OCP) on behalf of the Department of Consumer and Regulatory Affairs (DCRA), Occupational and Professional Licensing Division (OPLD), is seeking a contractor to provide the District of Columbia Funeral Directors Practical Examinations.

3. Estimated Reasonable Cost

The estimated reasonable cost is \$7,500.00. The cost of the Cadavers is the same as Fiscal Year 2011 purchase order (\$1,500.00). Agency requires five (5) Cadavers for current exam periods.

4. Facts that Justify a Sole Source Procurement:

- A. DCRA's Occupational and Professional Licensing Division (OPLD) enforces regulations and licenses more than 125 occupations and professional licensing categories on behalf of the city's 18 occupational and professional boards, commissions and programs.
- B. The boards, commissions and programs are responsible for reviewing applications, administering examinations, responding to certification requests by other jurisdictions, and regulating the practices of individual professions.
- C. The DC Board of Funeral Directors (Board) regulates license funeral directors and funeral home establishments.
- D. The Board's mission is to protect the health, safety and welfare of the citizens in the District of Columbia by upholding the District of Columbia Funeral Directors laws and regulations.

- E. The practical examinations are administered twice a year, which requires cadavers for candidates to perform the Funeral Directors practical examination.

5. Certification by Agency Director:

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

Date

Nicholas A. Majett
Director
Department of Consumer and Regulatory Affairs

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

Date

John R. Dean
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