

DETERMINATION AND FINDINGS FOR SOLE SOURCE

AGENCY: District of Columbia Public Schools
CAPTION: Nutrition Menu Label Review
PROPOSED CONTRACTOR: **CN Resources**
REQUISITION NO.: RK120297

FINDINGS

1. **Authorization:**

D.C. Code 2-354 and 27 DCMR, Section 1304 and 1702

2. **Minimum Need:**

The District of Columbia Public Schools (DCPS) has a need for child nutrition program assistance for the operations of its National School Breakfast Program, National School Lunch Program, and Child and Adult Care Food Program to ensure its compliance with State and Federal Regulations.

3. **Estimated Fair and Reasonable Cost:**

The estimated reasonable price is \$25,000 from Date of Award – September 30, 2019.

4. **Facts That Justify a Sole Source Requirement:**

I. Background and History of The Vendor with DCPS

CN Resources assisted with DCPS Food and Nutrition Services in 2015 with the construction of the Food Service Management RFP's and have immediate knowledge of the nutrition and regulatory compliance requirements for the District of Columbia. In addition, CN Resources has provided technical assistance to FNS in SY18-19 for its self-operation pilot at Excel Academy.

II. Vendors Unique Qualification

CN Resources is a company with 17 years' experience in the school food service industry. CN Resources provides experienced staff and well-trained onsite reviewers that come from a variety of backgrounds, including former State Agency employees and school food service directors. They have worked with the District of Columbia and are well versed in the Healthy Schools Act (HA) requirements, which governs FNS. CN Resources are one of the few organizations that conduct CACFP program review and know the requirements well; the expertise and guidance that CN Resources provides will ensure compliance in menu development and overall state/federal regulations. CN Resources is proficient and has a unique combination of experience and skill to include the following areas:

- Food Service Management Consulting
- Operations Implementation
- Menu Planning
- Recipe Development
- Food Service Audits
- Policies and Procedures
- Staff Training & Compliance Review
- Menu Nutrition Analysis and Confirmation of Federal Compliance

III. Adverse Impact of Not Choosing This Vendor or Completing this Project

FNS requires compliant meal service to provide revenue to DCPS. Without the assistance of CN Resources, FNS risks providing inadequate nutrition to its students and approximately \$545,746.58 in lost USDA reimbursements due to potential non-compliance.

5. Certification by DCPS Program:

I hereby certify that the above findings are correct and anticipated cost to DCPS is fair and reasonable.

Date

DCPS Food and Nutrition Services

CERTIFICATION AND DETERMINATION

Based on the above certified findings in accordance cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; DC Code 2- 354 and 27 DCMR 1304 and 1702.

Date

Candace Butler, Contracting Officer