

**DETERMINATION AND FINDING
FOR A SOLE SOURCE PROCUREMENT**

AGENCY: District of Columbia Public Schools
Ballou High School
CAPTION: "Rights of Passage" Program
PROPOSED CONTRACTOR: Take Charge Juvenile Diversion Program, Inc.
REQUISITION NOS. RK108034

FINDINGS

1. AUTHORIZATION:

D.C. Code 2-354.04.5 and 27 DCMR, Section 1304 and 1702

2. MINIMUM NEED:

Ballou HS has an immediate need for development and implementation of a "Rights of Passage" Program that will focus on self-awareness and positive social development to transform 20 student participants into school and community leaders. DCPS intends to continue its partnership and services with the proposed Contractor, from the Date of Award through May 31, 2018.

3. ESTIMATED COST:

The estimated cost is \$11,500.00 for the proposed services through 5/31/2018 for the following tasks:

- (a) Weekly student workshops facilitated by Certified Fatherhood Trainer (elder) or master trainer
- (b) Weekly staff training to become fatherhood facilitators and/or certified Master trainers.
- (c) Community service field trips as well as learning leadership and coping skills

3. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:

Ballou High School believes it is critical to enter into a service partnership with the Take Charge Juvenile Diversion Program, Inc., for consistency and continuity in order to continue to accomplish the following goals:

- (a) Customized "Rights of Passage" program for 20 students
- (b) Participation in twenty-eight workshops facilitated by elders/master trainers
- (c) Staff training in "Rights of Passage" program to become Master trainers
- (d) Access to Take Charge's support and partnerships with the NFL, McDonald's and Rita's franchises, DC City Council, and other community leaders.
- (e) Community service opportunities (feed the homeless, school and community beautification project)
- (f) Possible first choice internships for Mayors Summer Employment Program as Peer Leaders

The Proposed Vendor's Unique Qualifications:

- (a) Each trainer is a Certified Fatherhood Trainer or master trainer.

- (b) Student-customized workshops based on Ballou's needs, including but not limited to:
 - 1. positive social interactions,
 - 2. teach applicable life lessons; and
 - 3. reinforce moral values and coping skills.
- (c) Program allows staff to get trained to become a Certified Fatherhood Trainer
- (d) It is essential to establish and maintain the partnership with Take Charge as it plans to promote the DCPS' efforts to address student attendance and the student-as-a-whole. The program aims to effectively address and deal with school suspension and truancy rates, as well as, teach students leadership, relationship and coping skills.

In light of the above findings, a sole source contract award is in the best interest of DCPS and would be the most efficient and cost-effective procurement method to fulfill these DCPS requirements.

Therefore, to establish and retain the continuity of services that has been provided satisfactorily and efficiently in the past by the Contractor, it is recommended that purchase orders be awarded to the vendor on a sole source basis.

CERTIFICATION BY THE DCPS PROGRAM:

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

Date

Office of the Chief Operating Officer

CERTIFICATION AND DETERMINATION

Based on the above certified findings in accordance with the 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

Chief Procurement Officer