

**DETERMINATION AND FINDINGS
FOR A
SOLE SOURCE PROCURMENT
Revised July 29, 2016**

AGENCY: District of Columbia Public Schools, Office of Chief Operating Officer
CAPTION: Swing Space Transportation for Pre-Kindergarten Level Students
PROPOSED CONTRACTOR: Medical Transportation Management (MTM)
CONTRACT NO.: N/A
REVISION 001: To correct estimated reasonable price to **\$789,264.00.**

FINDINGS

1. AUTHORIZATION:

D.C. Official Codes: § 2-354.04, and 2-354, 27 DCMR, Sections 1304 and 1701

2. MINIMUM NEED:

The District of Columbia Public Schools (DCPS) Office of Chief Operating Officer has an immediate need for a Contractor to procure services of Medical Transportation Services (MTM) to provide swing space transportation for pre-kindergarten level students at Bancroft Elementary School, Marie Reed Education Campus, and Murch Elementary Schools. DCPS originally submitted a formal request for prospective vendors to provide transportation services with inclusion of seatbelts. This was found infeasible after further assessment and acknowledgement from prospective vendors.

Per the Office of the State Superintendent of Education (OSSE), MTM transportation was recommended as a vendor deemed suitable for the service because they possess buses with seatbelts. OCOO has advised that all students ages three to five must be seated in securely in seatbelts which resulted in urgent request. Hence the contractor shall provide buses which are equipped with seatbelts and are suitable and safe for children age three to five.

3. ESTIMATED REASONABLE PRICE:

The estimated fair and reasonable price is **\$789,264.00** from date of award to September 30, 2017.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

I. Background and history of this vendor with DCPS

MTM is responsible for all non-emergency medical transportation within the Washington DC metropolitan area, including the city of Washington DC, the suburbs of Montgomery and Prince Georges County in Maryland, and Northern Virginia counties of Fairfax, Arlington and the City of Alexandria.

MTM provides services to DC Medicare, DC Department of Healthcare Finance and Centers for Medicare and Medicaid Services in addition to other clients throughout the DC, Maryland and Virginia.

A market survey was conducted amongst companies, National Organization involved with children and school safety, and Federal and non-Federal agencies, with result that the 1) seatbelts are not required for the school buses and 2) based on no seatbelt requirement there are not many companies who can provide this services. As a result of this market survey it was determined MTM was the only vendor that can provide the services which meet the requirement of the DCPS for supplying buses with seatbelts.

DCPS is unable to utilize the existing contract between OSSE and MTM.

Since school year 2016-2017 will start on August 22, 2016, time is of the essence and market research has shown that MTM is the only company who provide this services.

II. Vendor's Unique Qualifications

- MTM has been providing this services for different government and non-government entities,
- MTM is been recommended by the Office of the State Superintendent of Education (OSSE), and
- Market research provided no other companies in DC Metro area who can provide this services

III. Adverse impact of not choosing this vendor or completing this project

If MTM is not retained as a vendor, DCPS cannot meet its mission of providing safe transportation for children ages three to five years when the school year 2016-2017 starts on August 22, 2016.

5. CERTIFICATION BY PROGRAM DIRECTOR:

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

Date

School Operations, Office of Chief Operating
Officer

DETERMINATION

Based on the above certified findings and 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; D.C. Official Code § 2-354.04) and 27 DCMR 1304 and 1701. Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

Contracting Officer