



## SOLE SOURCE FILING JUSTIFICATION

<b>TO:</b> Choose or Type a Name.
<b>CONTRACT #</b> 24-1282
<b>TODAY'S DATE:</b> <a href="#">Click here to enter a date.</a>
<b>CONTRACT SUB OBJECT CODE:</b> CZ - Other Pro Serv

<b>CONTRACTOR'S LEGAL NAME</b>	<b>TIN/UBI NUMBER</b>
Children's Home Society of Washington	

<b>ADDRESS</b>	PO Box 15190, Seattle WA 98115
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<b>CONTRACT PURPOSE</b>
<p>To provide reflective supervision support and infant mental health consultation and training to home visitors and supervisors as an important tool for effective home visiting services.</p> <p>This contract is the result of a merger with two nonprofit corporations, Washington Association for Infant Mental Health (WA-AIMH) and Childhaven. The merger joins two organizations to launch a center for workforce development in infant and early childhood mental health. The contract for the services outlined above was originally for the time period of 7/1/2023 – 6/30/2024. As a result of the merger, this contract is now with the newly merged organization, Children's Home Society of Washington (CHSW).</p>

<b>FUNDING</b>	
FEDERAL FUNDING \$ 31,040.00	STATE FUNDING \$ 46,560.00
<b>CONTRACT TOTAL \$ 77,600.00</b>	

<b>CONTRACT DATES</b>	
START DATE: 4/10/2024	END DATE: 6/30/2025

<b>SOLE SOURCE CRITERIA</b>
<p><u>What is a sole source contract?</u>  <i>"Sole source" means a contractor providing goods or services of such a unique nature or sole availability at the location required that the contractor is clearly and justifiably the only practicable source to provide the goods or services. (RCW 39.26.010)</i></p> <p><i>Unique qualifications or services are those which are highly specialized or one-of-a-kind. Other factors which may be considered include past performance, cost-effectiveness (learning curve), and/or follow-up nature of the required goods and/or services. Past performance alone does not provide adequate justification however will not be on its own a sufficient justification.</i></p> <p><u>Why is a sole source justification required?</u>  <i>The State of Washington, by policy and law, believes competition is the best strategy to obtain the best value for the goods and services it purchases, and to ensure that all interested vendors have a fair and transparent opportunity to sell goods and services to the state.</i></p> <p><i>A sole source contract does not benefit from competition. Thus the state, through RCW 39.26.010, has determined it is important to evaluate whether the conditions, costs and risks related to the proposal of a sole source contract truly outweigh for going the benefits of a competitive contract.</i></p>

## SPECIFIC PROBLEM OR NEED

### 1. What is the business need or problem that requires this contract?

Reflective Supervision/Consultation (RSC) has been identified as an important professional development tool for the provision of effective home visiting services. It is also a requirement for obtaining Infant Mental Health Endorsement® and a requirement of most home visiting models and of the Maternal, Infant and Early Childhood (MIECHV) program funding. DCYF through this contract with CHSW DBA Akin provides RSC opportunities for HVSA funded LIAs to support home visitors, their supervisors, and program managers.

Home Visiting uses a Two-Generation approach because a healthy parent-child relationship is known to be critical to Infant Mental Health and Brain Development in early childhood. DCYF through this contract with CHSW DBA Akin seeks to provide foundational trainings in Reflective Practices, Infant Mental Health, and Brain Development for HVSA funded LIAs to support the developmental capacity of home visitors, their supervisors, and program managers.

Due to a merge between Washington Association for Infant Mental Health (WA-AIMH) and Childrens Home Society of Washington (CHSW), DCYF has been providing reflective supervision through WA-AIMH and will now be providing through Childrens Home Society of Washington (CHSW)

**PROVIDING COMPELLING ANSWERS TO THE FOLLOWING QUESTIONS WILL FACILITATE THE EVALUATION**

- 2. Describe the unique features, qualifications, abilities, or expertise of the contractor proposed for this sole source contract.**

DCYF follows national guidelines for reflective supervision and utilizes CHSW DBA Akin contracted specialists to offer RSC services that are required for obtaining an infant mental health endorsement. Akin is the only state organization qualified to award IMH endorsements, which builds professionalism within the home visiting field and is important recognition of training needed for the provision of effective home visiting services.

- 3. What kind of market research did the agency conduct to conclude that alternative sources were inappropriate or unavailable?**

Through several internet searches, there were no results for organizations providing reflective supervision to individuals and groups meeting the Infant Mental Health Endorsement ® standards for Washington State besides CHSW.

DCYF determined that CHSW DBA Akin was the best option for providing reflective supervision trainings and for providing infant mental health endorsement services, based on national reflective supervision standards and it being the only IMH endorsement authority in WA state.

- 4. Provide a detailed and compelling description of the costs and risks mitigated by contracting with this contractor (i.e. learning curve, follow-up nature).**

For the past six years, The Center for Early Relational Health at CHSW DBA Akin (formerly WA-AIMH) has been named in the MIECHV formula grant. In addition to developing ongoing RSC groups for Home Visiting Teams and Supervisor and Infant Mental Health Endorsement to HVSA programs, WA-AIMH also led the development of the Region X Reflective Supervision Guidelines for Home Visiting. These guidelines are used in trainings and RSC groups. If we were to attempt to contract with another entity for these services, we would lose valuable expertise in the guidelines and the shared learning and relationships built these past five years. We would need to find another source for the reflective supervision training and would need to use a national infant mental health organization for Infant Mental Health Endorsement services. The cost of reflective supervision is very high and WA-AIMH's RSC services have provided highly qualified and endorsed consultants at a very competitive price.

- 5. Is the agency proposing this sole source contract because of special circumstances such as confidential investigations, copyright restrictions, etc.? If so, please describe.**

**NOT APPLICABLE**

This organization is WA state's singular authorized agent for Infant Mental Health Endorsement, and provides authorized trainers of Zero to Three's Growing Brain Curriculum and contract with

local, endorsed Reflective Supervision Consultation specialists who bring expertise in local home visiting reflective supervision

- 6. Is the agency proposing this sole source contract because of unavoidable, critical time delays or issues that prevented the agency from completing this acquisition using a competitive process? If so, please describe. For example, if time constraints are applicable, identify when the agency was on notice of the need for the goods and/or service, the entity that imposed the constraints, explain the authority of that entity to impose them, and provide the timelines which work must be accomplished.**

**NOT APPLICABLE**

- 7. Is the agency proposing this sole source contract because of a geographic limitation? If the proposed contractor is the only source available in the geographical area, state the basis for this conclusion and the rationale for limiting the size of the geographical area selected.**

**NOT APPLICABLE**

- 8. What are the consequences of not having this sole source filing approved? Describe in detail the impact to the agency and to services it provides if this sole source filing is not approved.**

The two primary consequences of not having this filing approved are:

- There will be a disruption of continuing programming and delays in new programming.
- Will eliminate opportunities for home visiting providers to begin IECMH (Infant and Early Childhood Mental Health) endorsement and to receive services that count toward this endorsement since CHSW DBA Akin is only authorized entity in state to grant endorsement.

- 9. What considerations were given to providing opportunities in this contract for small business, including but not limited to unbundling the goods and/or services acquired.**

In our search we were unable to find any small businesses who provide this training.

## REASONABLENESS OF COST

**10. Since competition was not used as the means for procurement, how did the agency conclude that the costs, fees, or rates negotiated are fair and reasonable. Please make comparison with comparable contracts, use the results of a market survey, or employ other appropriate means calculated to make such a determination.**

Home Visiting services are offered to families in Washington State through a variety of home visiting models. Though each model is unique in its approaches to curriculum and content, there is a universal need for high quality reflective supervision training and reflective consultation. We work with numerous endorsed consultants for other relationship-based programming and find that this organization offers services at rates comparable to other contracts and programming.

The only other sources of these services would have to come from out of state from another Alliance member organization and if/when in-person training and services return, would require travel expenses for any in-person services. This cost alone would significantly increase the cost of services and would not be competitive for what we are paying CSHW