

“SOLE SOURCE” PROCUREMENT JUSTIFICATION

Sole source purchases are goods and services available from only one vendor. There may be just one vendor because of patents or copyrights or simply because the vendor is the only one which supplies the good or service. Using Department must provide a written explanation as to why only this particular product/service is acceptable and why no other will be suitable or acceptable to meet the need. A quote must accompany this form.

Department name: Doña Ana County Health & Human Services

1. Name of product or service: Doña Ana County Teen Court alternative sentencing program \$50,000.
2. Name of product manufacturer: Doña Ana County Teen Court
3. Name of “sole” product supplier or service provider: Doña Ana County Teen Court
4. Describe in general terms the product/service you are requesting and the intended application.

Doña Ana County Teen Court is an alternative sentencing program for youth charged with misdemeanor offenses. The program offers an alternative to the formal Juvenile Justice System while allowing teens to be accountable for their actions. Teen Court focuses on the prevention and cessation of juvenile drug and alcohol-related behaviors including DWI, minor in possession of alcohol, minor allowing self to be served alcohol, open alcohol container in vehicle, etc. Doña Ana County Teen Court will provide supervision that oversees the activities and participation of youth in all types of court related roles, including prosecutor, defense attorney, bailiff, juror, and mediator. Teen Court participates in additional activities that support underage drinking initiatives in collaboration with new or innovative programs that are developing or will be developed in the future.

Doña Ana County Teen Court will provide each juvenile with a sentencing hearing. At the sentencing hearing, the juvenile will be sentenced by a panel of his/her peers. The sentence may have several components, including community service, hours of jury duty, and/or participation in other programs provided by Doña Ana County Teen Court.

Doña Ana County Teen Court is the coordinating agency for the “Every 15 Minutes” program. “Every 15 Minutes” is a two-day event, which features a mock DWI crash and students being removed from the classroom every 15 minutes by the grim reaper. These actions happen to simulate the nationwide

6. **How did you determine there was only one source for the product or service? Provide information on the research that was performed to locate suppliers for this product(s) or service(s). (Please furnish names, addresses and other documentation).**

The closest resource of this sources includes Doña Ana County's local JPPO which also provides refers to the Citation Program, yet the Citation program does not offer all the programs that Teen Court provides.

Other references include: Juvenile Probation & Parole, 251 W. Amador or 524-6360. Amber Parker, City Citation Program, 541-2349

7. **What product supplier or service provider has your Department used until now to satisfy similar requirements?**

DAC/HHS has been using DAC Teen Court to satisfy this requirement for 16 years.



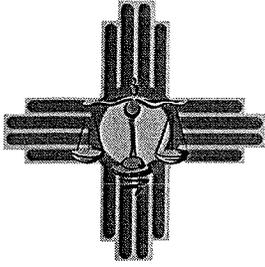
3/25/14

Signature of Department Head

Date

(Attach Quote and Use Additional Sheets As Necessary)

**This form is used by Purchasing Department to determine if a "Sole Source" procurement criterion is met. Completing this form does not guarantee approval of this type of procurement.



Doña Ana County Teen Court

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Mesilla, New Mexico 88046
Telephone (575) 647-2154 • Fax (575) 647-2158
Federal TaxID# 85-0438571

STAFF MEMBERS

ANTONIA HERNANDEZ,
Executive Director

TRACY RODRIGUEZ,
Case Manager

March 10, 2014

Mr. Eric Bransford
Doña Ana County Dept. of Health and Human Services
DWI Program
845 N. Motel Blvd.
Las Cruces, NM 88007

Dear Mr. Bransford:

First and foremost I would like to take this opportunity to thank you for your continued support of Doña Ana County Teen Court. Teen Court is an alternative sentencing program for youth charged with misdemeanor offenses. The program offers an alternative to the formal juvenile justice system while allowing teens to be accountable for their actions. There are two primary benefits to the program; education and intervention/prevention. Teen Court promotes and provides avenues for positive development. The program educates youth on the impact their behavior has on their families, their communities and themselves.

Doña Ana County Teen Court (DACTC) developed a program, Teen Alcohol and Drug Awareness Program (TAAP) that educates youth about the impact that alcohol and drugs have on their family, friends, and community. Thus empowering them to make positive changes in their lives and communities.

DACTC is the only program in the county that offers TAAP and is a mandatory part of every sentence invoked on all juveniles, and requires the presence and participation of the juvenile's parents and/or their guardian(s). Referrals to TAAP from the Juvenile Probation and Parole office are also accepted, depending on space availability.

Line Item	Service Description	Unit Value of Service per Defined United	Units of Service to be Provided	Total Annual Value
ALTERNATIVE SENTENCING				
1.	Alternative Sentencing 12 Month Program	\$15.00 per Referral	300	\$4,500.00 (300 x \$15.00)
2.	Alternative Sentencing 12 Month Program	\$50.00 per Referral Processed	200	\$10,000.00 (200 x \$50.00)
3.	Alternative Sentencing 12 Month Program	\$155.00 per Teen Court Participant	100	\$15,500.00 (100 x \$155.00)
<i>Total cost for alternative sentencing</i>				\$30,000.00
SHATTERD LIVES OF DOÑA ANA COUNTY – Every 15 Minutes”				
4.	Stage 1: Two (2) Planning Committee Meetings	\$10.00 per participant	12 participants minimum (12 x \$10.00 = 120.00)	\$240.00 (2 x \$120.00)
5.	Stage 2: Two (2) Planning Committee Meetings	\$10.00 per participant	12 participants minimum (12 x \$10.00 = 120.00)	\$240.00 (2 x \$120.00)
6.	Parent/Youth Meetings: Two (2) meetings (Participants of Every 15 Minutes)	\$12.50 per participant	25 participants minimum (25 x \$12.50 = 375.00)	\$625.00 (2 x \$375.00)
7.	Program Event - Shatter Lives “Every 15 Minutes”	\$12.00 per student	200 Students	\$2,400.00 (200 x \$12.00)
8.	Alcohol Prevention Retreat –Shattered Lives “Every 15 Minutes” program	\$16.50 per participant	30 participants	\$495.00 (30 x \$16.50)
<i>Total Cost Shattered Lives of Doña Ana County “Every 15 Minutes”</i>				\$4,000.00
INTERVENTION and PREVENTION				
9.	Intervention/Prevention Services to Youth in Hatch, New Mexico	\$25.00 per student	400 students	\$10,000.00 (400 x \$25.00)
10.	Collaboration with DACHHS Prevention Staff to deliver the DACHHS Prevention Curriculum	\$20.00 per participant	100 participants	\$2,000.00 (100 x \$20.00)
<i>Total cost of Intervention and Prevention</i>				\$12,000.00
11.	TOTAL VALUE			\$46,000.00