

# STATE OF WASHINGTON

Department of Social and Health Services

SOLE SOURCE POSTING

June 11, 2025

The Department of Social and Health Services (DSHS), Economic Services Administration (ESA) contemplates awarding a sole source contract to CPARS Consulting, Inc. The purpose of this Contract is to establish the terms and conditions under which the Contractor works with DSHS, to provide the 2025 State Emergency Repatriation Plan (SERP) Functional Exercises.

The Contractor must have exercise practitioner level expertise combined with detailed knowledge and demonstrated experience planning exercises specific to the U.S. Repatriation Program and Washington SERP. The U.S. Repatriation Program is a very small program specific to emergency prepardness for U.S. citizens returning from abroad per Seciton 1113 of the Social Security Act. Emergency repatriation is a non-Stafford incident, which means that it differs substantially in complexity from typical emergency management planning.

DSHS will enter into one contract to conduct four (4) Functional Exercises (FEs) associated with Emergency Repatriations SOPs, with CPARS Consulting, Inc. The contract, with a projected value of $90,000, will be issued on or after July 15, 2025 and will continue for approximately six and one-half (6 ½) months with no further amendment extensions.

Vendors contemplating the above requirements are required to submit capability statements detailing their ability to meet the state’s requirements within ten (10) working days of this announcement.

Capability statements should address the following state requirements:

1. Contractor explanation of expertise combined with detailed knowledge and demonstrated experience planning exercises specific to the U.S. Repatriation Program and WA State Emergency Repatiation Plan (SERP).
2. Ability to conduct four (4) Incident Management Team Functional Exercises (FEs) associated with specific Washington State Emergency Repatriation Plan (SERP) Standard Operating Procedures (SOPs) including:
3. Disabilities, Access and Functional Needs;
4. Transportation from Port of Entry to Emergency Repatriation Center;
5. Activation/Decision Making Process; and
6. Physical Setup / Take Down of an Emergency Repatriation Center.
7. Provide a brief summary outline of Vendor’s proposed series of Functional Exercises to include:
8. Exercise Preparation Deliverables;
9. Exercise Delivery Deliverables; and
10. Post-Exercise Deliverables.

In the absence of other qualified sources, it is the state’s intent to make a sole source award for this contract.

To submit capability statements or for questions, contact:

Contact Name: James O'Brien

E-mail: james.obrien2@dshs.wa.gov

Phone: 360-664-6055