

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

AGENCY: District of Columbia Public Schools
Special Education Program
CAPTION: MicroCareer Burst Online Access
PROPOSED CONTRACTOR: Microburst Learning
CONTRACT NO. RQ863659

FINDINGS

1. AUTHORIZATION:

D.C. Code 2-354 and 27 DCMR, Section 1304 and 1700.

2. MINIMUM NEED:

The District of Columbia Public Schools (DCPS), Special Education Program is seeking a contractor to provide online access to an online job-shadowing tool for middle and high school students to identify the knowledge, skills, and abilities aligned with a specific career.

3. ESTIMATED COST:

The estimated cost is \$13,000 for SY 2014-2015

4. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:

The District of Columbia Public Schools, Special Education Program recommends the services of Microburst Learning to provide access to MicroCareer Burst online job-shadowing tool for 2000 DCPS students to identify the knowledge, skills, and abilities aligned with a specific career. This will help students make more realistic, meaningful choices about the careers they chose to pursue. This tool will be used in DCPS existing General Explorations course where Teachers will use the online tool to assess student knowledge of various careers through project-based learning opportunities that are aligned to student interest.

Background and history of this vendor with DCPS

The District of Columbia Public Schools, Office of Special Education is interested in engaging 2000 DCPS students with an exciting and interactive online tool that encourages career exploration and planning as they prepare for life after high school. Essentially, this organization shall provide online access, online training sessions and support to students.

Microburst was founded in 2007 and offers a wide variety of e-learning services for students. Their comprehensive inventory of MicroCareerBurst lessons is designed to provide numerous options for all types of personalities and skill sets.

Microburst shall provide the following to the Office of Special Education over the next year:

- a) Instructions on accessing 21 of Microburst Learning's existing inventory of online MicroCareerBursts via our web portal – that is available 24X7 plus an Interviewing Skills eLesson. Microburst will provide access to all existing MicroCareerBursts.
- b) Provide three portal administrators with reporting administrator rights on the portal and will receive training on how to access reporting data.
- c) Teachers and counselors will have access to lesson teaching guides.
- d) Host two 1-hour training sessions per school year listed in the proposal on how to use the portal for educators.
- e) Host three 1-hour training sessions during each school year to discuss usage, standards, suggested approaches for classroom deliveries, and answer questions.
- f) Made an online lesson available that details how to work with the learning management system.
- g) Provide access to soft skill eLessons developed by Microburst Learning.
- h) Provide customer support, via phone and email, Monday – Friday from 8:00am – 5:00pm Eastern time (excluding holidays).
- i) Develop 23 MicroCareerBursts focusing on topics requested by DCPS and make the new MicroCareerBursts available. Microburst Learning will provide access to each course as the individual MicroCareerBursts are completed.

The Proposed Vendor's Unique Qualifications:

Microburst Learning creates highly interactive approaches for professional and technical development. Each course offers face-to-face online learning built with the audience in mind, short, powerful lessons to ensure a successful and rewarding learning experience, and in-depth tracking and reporting.

The education division focuses on offering MicroCareerBursts (interactive online job shadows) and career-based games. Microburst interactive approach engages students with exciting, interactive tools and customized e-learning content to meet the training needs of educational clients.

Microburst offers a wide variety of e-learning services for students that encourage career exploration and planning as they prepare for life after high school. Microburst Learning prepares students for the transition from middle and high school to real life. Microburst Learning exposes students in a number of ways to MicroCareerBursts:

- 1) Students login and complete e-lessons individually in computer labs or at home
- 2) Teachers can guide students through MicroCareerBursts in the classroom
- 3) Each lesson includes interactive slides for students to complete together in teams or as individual homework assignments
- 4) Guidance counselors and career specialists can share these as part of career exploration days at school

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

CERTIFICATION BY THE DCPS PROGRAM OFFICE:

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

Date

Office of Special Education Program

CERTIFICATION AND DETERMINATION

Based on the above certified findings in accordance 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 1700).

Date

Chief Procurement Officer