



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

AGENCY, OFFICE: ELAR Budget & Operations, Office of Teaching and Learning
CAPTION: Out of School Time Program (OSTP)
PROPOSED CONTRACTOR: Tamah LLC.
CONTRACT NO. GAGA-2025-C-0051

FINDINGS

1. AUTHORIZATION:

D.C. Code 2-354.04 and 27 DCMR, Section 1304 and 1700.

2. MINIMUM NEED:

The District of Columbia Public Schools (DCPS) Out of School Time Program (OSTP) needs additional personnel and support across various locations to ensure that students with Individualized Education Programs (IEPs) and those considered at-risk receive the assistance they require to thrive. In response to this pressing need, Tamah is committed to supplying up to 15 Dedicated/Instructional Aides for the DCPS OSTP afterschool program, strategically placed at pre-identified sites throughout the 2024-2025 school year.

These highly trained aides will provide essential services in person for a duration of up to 2.5 hours each day. Their presence is crucial, as it not only ensures the safety of the students but also promotes their overall success within the OSTP Afterschool program. Each site will be staffed with individuals who possess the necessary training and understanding of the specific needs of students, particularly those requiring special accommodations. This tailored support is vital for creating an inclusive and supportive learning environment where all students can thrive.

3. ESTIMATED COST:

The estimated cost for the base period is \$150,000.00 from Date of Award to September 30, 2025.

4. FACTS THAT JUSTIFY A SOLE SOURCE PROCUREMENT:

- a. Tamah's extensive experience, having provided these specialized services for over three years, equips the organization with deep insights into the operational requirements of the OSTP program. This experience enables Tamah to effectively understand and anticipate the unique challenges faced by both the program and its participants. As a result, Tamah is uniquely positioned to not only meet the staffing needs of the OSTP but also to enhance the overall quality of the educational support provided to students. By ensuring that each site is adequately staffed with qualified personnel, Tamah plays a pivotal role in fostering an

environment where all students, especially those with IEPs and at-risk backgrounds, can achieve their full potential.

- b. For over three years, Tamah has effectively delivered essential supportive services, providing direct student aide support that has been crucial to the overall success of the DCPS Afterschool Program. The agency's commitment to ensuring that each site receives additional staffing to support students with special accommodations has been vital in creating a safe and enjoyable learning environment for all participants. The staff recruited and managed by Tamah not only meets the specific needs of students but also brings a wealth of training and expertise.
- c. Furthermore, the dedicated staffing provided by Tamah cultivates an environment where students can excel both academically and socially. Tamah's ability to align the right personnel with the appropriate sites has reinforced our commitment to delivering high-quality instruction and enriching after-school experiences for all students.
- d. The impact of Tamah's contributions goes beyond immediate safety and enjoyment; they play a significant role in supporting families and the diverse student population served by DCPS OSTP. They have partnered with our IEP and at-risk students and their families to develop a scalable, reputable, and comprehensive program designed to facilitate educational advancement for all students with disabilities, special needs, and other learning challenges. Our collaboration has fostered success year after year. The agency provides us with the manpower needed to effectively serve our most valued population.

5. **BACKGROUND AND HISTORY:**

- A. The District of Columbia Public Schools (DCPS) has students with disabilities that require the services and support of a dedicated one on one aide or nurse pursuant to their Individual Education Plan (IEP). A process has been developed and implemented throughout the District to ensure these services and supports are only provided to students who require them to access the curriculum and make meaningful progress toward identified goals and objectives.
- B. The School district does employ dedicated aides; however, there is generally a shortfall between the number of dedicated aides employed by the school district and the number of dedicated aides required by students pursuant to their IEPs. The shortfall must therefore be corrected and supported by contractual employees. School Health Services are provided through a Memorandum of Agreement between DCPS and the District of Columbia Health Department, but some students with disabilities require such extensive medical services and supports while in the educational environment that DCPS has elected to contract for those services.
- C. The provision of the Individuals with Disabilities Education Act of 2004 (IDEA). Describe school health services as a related service to students with disabilities who would be unable to attend a day of school without supportive health care provided by

a qualified school nurse or a specifically trained non-medical person who is supervised by a qualified nurse. All contracted medical paraprofessionals must demonstrate credential commensurate with these provisions of the IDEA.

6. **Proposed Vendor's Unique Qualifications:** The Vendor Qualifications below addresses experience and overall corporation competencies:

a. Qualifications:

- i. **Credentialed and Trained Staff:** At Tamah, they prioritize the professional development and qualification of the educational support staff. To ensure a high standard of care and instruction, all members of the Tamah support team are required to complete TAMAH's comprehensive internal training program. This program is meticulously designed to equip staff with the necessary skills and knowledge to effectively assist students. Additionally, Tamah made it a point to ensure that all staff members have an opportunity to obtain DCPS OSTP training, thereby meeting regulatory standards and enhancing the quality of education provided to our students.
- ii. **Specialized Training:** Tamah's commitment to inclusivity and specialized support is reflected in the extensive training provided to their hired staff. Tamah recognizes that students with diverse needs require tailored approaches to learning. Therefore, the educational support aides receive specialized training that prepares them to effectively assist students facing various challenges, including but not limited to learning differences, cognitive impairments, physical disabilities, medical fragility, autism spectrum disorders, sensory impairments, and emotional or behavioral disorders. This targeted training empowers Tamah staff to implement effective strategies that cater to each student's unique needs, fostering an environment conducive to growth and learning.

b. Core Competencies:

- i. **TAMAH is dedicated to maintaining high professional standards.** Tamah provides assurance that all staff members meet essential core competencies that encompass a wide range of professional skills. These competencies include the ability to support instructional opportunities effectively, demonstrate professionalism in all interactions, foster a positive and inclusive learning environment, and engage in effective communication with students, families, and colleagues. By adhering to these standards, we promote a culture of excellence and support that benefits everyone within our educational community.
- ii. **Proven Track Record:** The Tamah organization has established a strong reputation with DCPS and strives to increase the level of excellence regarding educational support.

c. Experience:

- i. Since 2007, TAMAH has had the privilege of working with thousands of students who have Individualized Education Programs (IEPs) and those who are considered at-risk. Our extensive experience has allowed us to form meaningful partnerships with students, their families, and schools, all aimed at enhancing educational outcomes. Tamah has positively impacted the lives of countless students by providing them with the necessary support and resources, enabling them to thrive academically and socially.
- ii. Effective Matching: TAMAH maintains a pool of trained, qualified candidates who can quickly step in and effectively work with DCPS Out of School Time Programs IEP and at-risk students.

7. **CERTIFICATION BY PROGRAM DIRECTOR:**

I hereby certify that the above findings are correct and complete to the best of my knowledge and the anticipated prices to DCPS are fair and reasonable.

12/10/24

Date

Elizabeth Robinson-Pugh

Elizabeth Robinson

Specialist, Out of School Time Programs

8. **CERTIFICATION BY CONTRACT SPECIALIST:**

I hereby certify that the above findings are correct and complete to the best of my knowledge and the anticipated prices to DCPS are fair and reasonable.

Dec 9, 2024

Date

Zahra hashmi

Contract Specialist

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 Sole Source process under Section 404 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; DC Code 2-354.04 and 27 DCMR 1304 and 1701.

December 12, 2024
Date

Edward Padgett
Contracting Officer