

**DETERMINATION AND FINDING  
FOR A SOURCE PROCUREMENT**

**AGENCY:** DCPS, Student Enrollment Initiatives  
**CAPTION:** Online Enrollment Implementation  
**PROPOSED CONTRACTOR:** SRC Solutions, Inc.  
**CONTRACT NO.** GAGA-2017-C-0006

**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) Student Enrollment Initiatives has an immediate need to enter into a partnership with ***SRC Solutions, Inc.*** to implement an online enrollment system that can fully integrate with its current Student Information System.

**3. ESTIMATED COST:**

The estimated cost is as follows:

Base Period	\$_108,150.00
Option Year 1	\$_151,000.00
Option Year 2	\$_151,000.00

**3. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:**

**A. Background and History**

In 2014 DCPS awarded a competitively solicited contract to *Follett School Solutions (Follett)* to implement a new Student Information System (Aspen). To further these efforts, DCPS intends to implement an online enrollment system and process to fully integrate with the current DCPS Student Information System.

**B. The Proposed Vendor's Unique Qualifications**

SRC's Solutions has been selected as the preferred and exclusive Online Registration development partner for the Aspen SIS. SRC's Solutions is the developer of the business process for K-12 student registration via a web based site which is a real-time integrator into the ASPEN SIS. The main factors that make SRS Solutions' Registration Gateway unique is because it provides:

- Proven End-to-end solution, incorporating physical document scanning as a part of the registration process, instead of risky and insecure browse and upload feature;
- A custom report tool that allows joint customers to create any report;
- Incorporates tools to combat address fraud and provide a means to automatically request updated residency documents;

- A true workflow engine, and not just a simple static form package

In light of the above findings, a sole source award is in the best interest of DCPS and would be the most efficient for enrollment operations and cost-effective procurement method to fulfill the professional development requirement immediately and assist DCPS in achieving its goal.

**CERTIFICATION BY THE DCPS PROGRAM:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Enrollment Initiatives

**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

\_\_\_\_\_  
Contracting Officer