

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

**AGENCY:** District of Columbia Public Schools  
**CAPTION:** Site Coordinator  
**PROPOSED CONTRACTOR:** Communities In Schools- The  
Nation's Capitol

**FINDINGS**

**1. AUTHORIZATION:**

D.C. Code 2-354 and 27 DCMR, Section 1304 and 1702

**2. MINIMUM NEED:**

The District of Columbia Public Schools (DCPS) is seeking external support at Cardozo Education Campus and Stuart Hobson Middle School. Specifically, DCPS would like to partner with Communities In Schools to provide a highly qualified Site Coordinator directly into schools to work to connect students and their families to critical community resources tailored to each student's specific needs. Communities In Schools began to provide the services in school year 2016-2017 and continues to provide the services.

**3. ESTIMATED COST:**

The estimated reasonable price is \$30,000.00 from date of award through September 30, 2019.

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

The District of Columbia Public Schools recommends Communities In Schools to provide a full-time Site Coordinator to work directly in the school to provide services to connect students and their families to critical community resources, tailored to each student's specific needs. The Communities In Schools model provides students with a one-on-one relationship with a caring adult, creates a safe place to learn, a healthy start to a healthy future, a path toward marketable skills and a chance to give back to peers and the community. Communities In Schools shall develop a school support plan for the year which identifies needs and risk factors, aligned with the school goals for student success.

**Background and history of this vendor with DCPS**

Communities in Schools is uniquely qualified to enable DCPS to offer comprehensive student support services on site through a specific site operations plan and a Site Coordinator for schools persistently performing at low academic levels. The mission of Communities in Schools is to surround students with community support, empowering them to stay in school and achieve in life. By focusing on school-wide prevention services and targeted and sustained intervention and prevention services for students experiencing risk factors, students and their families are supported. In general, the Site Coordinator works in collaboration with school leaders and the school's student support team to strategically plan service delivery, strategies and objectives of the site operations plan. The Site Coordinator works with students, families, and the school leaders to deliver whole school and targeted student interventions.

**The Proposed Vendor's Unique Qualifications:**

For over 30 years, Communities in Schools has been increasing student achievement in schools through a comprehensive system of support. Communities In Schools of the Nation's Capital is uniquely qualified to support DCPS's efforts to support students through comprehensive intervention. Students face challenges both inside and outside of the classroom; this is particularly true of the demographic that

Communities In Schools seeks to serve, schools that are performing at low academic level. Specifically, these schools face very high levels of students who qualify for free and reduced price lunch: CardozoSHS- 99% and Stuart-Hobson-63%. These schools also have an overrepresentation of special education students: Cardozo SHS- 24% and Stuart-Hobson 14%. Not only would these schools benefit from significant intervention related to academic performance in math and reading, they would also benefit from intervention to support positive student behavior. In order to address some of the social and emotional challenges that impact our students' ability to achieve in the classroom, these schools require wrap-around services in order to address serious concerns including student attendance, behavior, and academic achievement. Given these challenges, DCPS is committed to providing services to schools from vendors with a proven track record of success working with these unique populations of communities and students.

Communities In Schools has a history of success in DCPS, particularly in a similarly challenging environment. During the school year 2011-2012, Communities In Schools was present in Ferebee-Hope ES. In terms of demographic, Ferebee-Hope had a large number of students who qualify for free or reduced lunch, at 91%, and a similar proportion of students qualifying for special education at 15%. From SY 2010-2011 to SY 2011-2012, Ferebee-Hope ES saw an increase in students scoring proficient or advanced on the DC CAS ELA assessment from 39% to 59%, and an increase in students scoring proficient or advanced on the DC CAS Math assessment from 48% to 54%. Undoubtedly, this tremendous progress in a chronically under-performing school can be attributed to the exceptional services of Communities In Schools.

Communities In Schools offers a multi-level, targeted approach that has proven results to increase critical indicators of student success in school including attendance, behavior and achievement. The community Based Integrated Student Support Model is implemented by Communities In Schools through a Coordinator. Using the DCPS Effective Schools Framework, as well as the DCPS Teaching and Learning Framework as guiding principles, the Site Coordinator with Communities in Schools will ensure that targeted wrap-around services are provided to the schools throughout the year. Because of the comprehensive network of support that Communities in Schools offers, along with their proven track record of success with this unique population of schools, we believe that this is the only organization able to fulfill these needs.

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

**CERTIFICATION BY THE CONTRACT SPECIALIST:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal

**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 1702.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Procurement Officer