

DETERMINATION AND FINDING FOR A SOURCE PROCUREMENT

AGENCY: District of Columbia Public Schools
Office of the Chief of Schools

CAPTION: Athletics Consulting Services

PROPOSED CONTRACTOR: Reginald Ballard

FINDINGS

1. MINIMUM NEED:

The District of Columbia Public Schools' Student Academic & Athletic Support Division (SAAS) is seeking a contractor to support its Department of Athletics. The contractor would provide direct advisory support to the Director of Athletics during a transitional period for the department following this director's hire.

The contractor will consult on best practices for management of the interscholastic athletics program. Experience with management of the DCPS Athletics program is important to this work. The contractor for this position must have supervisory and program management experience in an athletics setting, as well as knowledge of athletics regulations and policies in school sports. S/he should have prior experience in working with staff, parents and community residents to build a rigorous, nurturing, and collaborative athletic program. The contractor must be an instructional leader, manager, and role model with a full understanding of the potential of an athletic program to generate both a sense of community at DCPS as well as bolster student achievement.

2. ESTIMATED COST:

The estimated cost is \$13,949.44.

3. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:

Reginald Ballard has extensive experience working with DCPS, specifically with the Athletics Department. He is a former DCPS principal and understands the key work streams involved in management of a DCPS program. As the interim Athletic Director for SY15-16, Mr. Ballard managed the budget for the Athletics Department, worked with leadership to oversee all program logistics, and was the public figure for the department.

4. RESULTS FROM PREVIOUS YEARS:

Under Mr. Ballard's leadership, the program saw a streamlined process for scheduling events and equipment purchasing on behalf of schools. His expertise is needed to ensure a smooth transition with the new Athletic Director, who began work in SY16-17. DCPS leadership is confident that he can transfer this knowledge to continue streamlining processes for the department.

4. ADVERSE IMPACT:

It would be cost prohibitive to solicit the services of a contractor who is unfamiliar with the workings of the DCPS Department of Athletics, as additional work hours will be required to train this individual. Mr. Ballard's extensive experience with the program uniquely qualifies him to advise the new Director of Athletics at the lowest cost possible to the district.

CERTIFICATION BY THE DCPS PROGRAM OFFICE

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

Date

Deputy Chief in the Office of Chief of Schools

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 2-354.04 and 27 DCMR 1304 and 1702.

Date

Deputy Chief Procurement Officer