

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

**AGENCY:** District of Columbia Public Schools  
**CAPTION:** 2019 Advanced Placement (AP) Exams  
**PROPOSED CONTRACTOR:** College Board

**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) Office of Teaching and Learning (OTL) has an immediate need for College Entrance Examination Board to provide testing materials and review the results of the administration of Advance Placement (AP) Exams for students at seventeen (17) DCPS high schools.

**3. ESTIMATED COST:**

The estimated cost is \$197,421.00 for the School Year 18-19.

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

DCPS recommends College Board for testing services and materials for the administration of the Advanced Placement (AP) Exams at DCPS high schools.

DCPS is committed to providing students with an educational experience that will prepare them for success in college, careers and life. The Secondary Advanced and Enriched Instruction team is particularly focused on supporting a district-wide, college-going culture that makes college a possibility for any DCPS student.

Further, June 19, 2012, the D.C. Council included language in the DC Code (DC ST § 38-752.03) referencing pending graduation requirements for the Class of 2014 and beyond associated with postsecondary planning within schools.

The legislation reads:

*(a)(1) Beginning with the graduating class of 2014, the Mayor shall ensure that each public high school student applies to at least one post-secondary institution before graduation.*

*(2) The Mayor shall ensure that each public high school student participates in a program designed to provide students with information on applying to an appropriate post-secondary institution, including information on financial aid and other resources necessary to streamline a transition to a post-secondary institution. The program may include school-based and non-school-based resources.*

*(b) The Mayor shall issue a report that details the number of students that attend a post-secondary institution, including the number of students who attend each type, including:*

- 1. Universities;*
- 2. Colleges;*
- 3. Vocational schools; and*
- 4. Other post-secondary institutions.*

*(c) Beginning with the graduating class of 2014, the Mayor shall require that each student attending public high school takes the SAT or the American College Testing program before graduation.*

*(d) The Mayor may exempt a student from the requirements of subsections (a)(1) and (c) of this section, if the Mayor determines that it would constitute an undue hardship on the student.*

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

DCPS offers college-level rigorous course offerings to students via the Advanced Placement program at seventeen DCPS high schools. Advanced Placement (AP) courses are specifically designed to give students the experience of a college level course in terms of rigor and depth of content. The courses are standardized by the College Board, who creates, delivers, and scores standardized exams for each AP course.

The expectation and preparation for students to be prepared for college matriculation and high school graduation is a consistent measure of the DCPS goal to become the highest performing urban school district in the nation.

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

The College Board is a not-for-profit membership organization committed to excellence and equity in education. The mission of the organization is to connect students to college success and opportunity.

The College Board is the sole source owner of the following programs, examinations, publications, and software, which are not limited to tangible and contain intangible related services and materials collectively referred to as “Official College Board Offerings” but DCPS utilizes the following: AP and AP Potential, PSAT/NMSQT, PSAT 8/9, PSAT 10<sup>th</sup> grade.

In light of the above findings a sole source award is in the best interest of the DCPS and would be the most efficient 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

\_\_\_\_\_  
Rohan Dharan, Manager  
Secondary Advanced and Enriched Instruction

**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

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Candace Butler, Contracting Officer