

## **DETERMINATION AND FINDINGS FOR SOLE SOURCE**

**AGENCY:** District of Columbia Public Schools, OFPG  
**CAPTION:** Evaluation Services for Title I Program  
**CONTRACTOR:** Westat  
**REQUISITION NO.:** RK175449

### **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) needs a contractor to maintain a secured system that allows school leaders to input required student demographics and academic data to enable DCPS to rank students for Title I funding and program participation.

3. **Estimated Fair and Reasonable Cost:**

The estimated reasonable price is \$85,111.00 from March 20, 2021, to September 30, 2021.

4. **Facts That Justify a Sole Source Requirement:**

**I. Background and History of The Vendor with DCPS**

During School Years 2012 to 2015 and SY2019-2020, Westat conducted and provided surveys and analysis of students participating in Title I. As a result, Westat designed and built a secured system to contain all of this information and allow DCPS school leaders to continue collecting and exporting data.

**II. Vendors Unique Qualification**

Westat has the historical knowledge and relationships with participating private schools to begin this work quickly. Westat already has access to Title I students' records over the last three years and currently maintains a database with student and faculty data. This component is also essential because it will allow Westat to complete a comparative analysis and cross-examination of students who have previously participated in the program versus those participating in SY20-21. Westat has established relationships with school communities (faculty and families) to conduct survey's and interview sessions and gain access to student data and faculty teaching metrics to evaluate and assess the title program. Furthermore, Westat houses a secure data system for Title II professional development services which feeds into assessing and evaluating the Title I program.

**III. Adverse Impact of Not Choosing This Vendor or Completing this Project**

Exporting data to another vendor minimizes the services students and families are receiving during the academic year. ESSA section 1177(b) mandates "timely and meaningful consultation," suggesting Title I programs must begin on time. The time it would take to move data and build an additional system to support it would place DCPS at risk for non-compliance. The DCPS is committed to mitigating all risks of non-compliance for the agency. It is critical that emergency services begin to ensure direct instructional services and materials will not be delayed, and DCPS meet ESSA and federal guidelines and compliance requiring delivery of service for eligible at-risk students.

5. **Certification by DCPS Program:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Yesha Thompson,  
Director, Federal Programs and Grants

**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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Brenda Allen, Contracting Officer