

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

AGENCY: District of Columbia Public Schools
OFFICE: Office of College and Career
CONTRACTOR: Trinity University
CAPTION: Early College Partnership at Coolidge HS

FINDINGS

1. Authorization:

Section 305, D.C. Code 2-305 Procurement Practices Act and 27 DCMR, Section 1701.1.

2. Minimum Need:

The District of Columbia Public Schools (DCPS) is seeking the services of the Contractor to perform the following services: (a) develop, in partnership with Coolidge staff, academic and curricular resources for the early college program; (b) provide course and professional development opportunities for Coolidge teachers; and (c) provide data collection and assessment services to determine impact of program.

Estimated Fair and Reasonable Cost:

The estimated fair and reasonable price is \$92,300.00.

4. Facts Which Justify a Sole Source Procurement:

The Early College Program (ECA) at Coolidge was established to give District of Columbia public school students the invaluable experience of attending classes on a college campus while earning their high school diploma and up to an Associate's degree. As part of this program, students will engage in a rigorous course of study and receive enhanced supports through a unique college partnership and community-based organizations. Through college tours, college student shadowing, and intensive transition support students will gain the academic, non-cognitive and social emotional skills to excel to and through college. Upon completion of the program, student can earn up to 60 transferable college credits. Trinity Washington University will provide a summer bridge program experience for Early College Academy (ECA) students at Coolidge HS and the opportunity earn three college credit hours through the completion of one course; provide on-campus, virtual, or hybrid experience given COVID-19 for ECA Coolidge students; and provide peer tutors to support ECA Coolidge students.

In order to prepare rising 10th graders and ECA staff for this experience, DCPS will receive services from Trinity Washington University during the summer of 2020. These services will provide early college preparation to students enrolled in the Early College Academy at Coolidge HS and to support the development of the staff that will be serving students. Trinity is uniquely in a position to provide these preparatory services as they are the institution ultimately providing the collegiate education.

DCPS is not able to provide these services internally and must look to an outside vendor. Additionally, as stated above, Trinity Washington University is the only vendor that fits the criteria for the services. Due to these considerations, a sole source to Trinity Washington University is in the best interest of DCPS and is the only vendor that can serve the needs of ECA at Coolidge.

5. **Certification by Program Office:**

I hereby certify that the above findings and the market survey are correct.

Date

Erin Bibo, Deputy Chief
College and Career Programs

6. **Certification by Contract Specialist:**

I hereby certify that the above findings are correct to the best of my knowledge and the anticipated prices to DCPS are fair and reasonable.

Date

Grace Brewer
Contract Specialist

DETERMINATION

Based on the findings, in accordance with Section 305, D.C Code 2-303.5, Procurement Practices Act, and 27 DCMR Section 1701.1, it is hereby determined that the above facts justify the use of Sole Source procurement procedures. It is further determined that the anticipated costs are fair and reasonable and it is in the best interest of the District Government to award this procurement to 21C3 Leadership Development, LL.

Date

Contracting Officer