

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

AGENCY: District of Columbia Public Schools (DCPS), Office of School Design and Continuous Improvement
CAPTION: Maintenance Services
PROPOSED CONTRACTOR: Tandem Conglomerate, LLC
REQUISITION NO. RQ971304

FINDINGS

1. AUTHORIZATION:

D.C. Code 2-354.04.5 and 27 DCMR, Section 1304 and 1700

2. MINIMUM NEED:

The District of Columbia Public Schools (DCPS), Office of School Design and Continuous Improvement needs to procure the information technology (IT) services to perform operations and maintenance for the School Performance Data Initiative (SPDI) dashboard. The SPDI dashboard is essential for all DC Public Schools to provide targeted supported to students. In addition, the SPDI dashboard supports school leaders in the monitoring of progress towards their comprehensive School Plan and IMPACT goals (human capital decisions). The maintenance services are necessary for the continued use and reporting utilized via the SPDI dashboard for the remainder of this fiscal year (FY18).

3. ESTIMATED COST:

The estimated cost is \$40,000.00.

4. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:

SDCI provides school staff access to SPDI as the system of record for more than 100 priority metrics. SPDI brings focus to valuable information and communicates it quickly and easily, provides visual displays of information needed to achieve one or more objectives, and improve transparency, accountability and ultimately student achievement. DCPS seeks support in the maintenance and operation of the front-end website that displays this data clearly for users. The vendor shall provide services to perform the following maintenance tasks:

- *Administer and monitor the SPDI system: proactively monitor the SPDI database and application environment to ensure uninterrupted data and reporting. Tandem will also administer the system in terms of user and security rights on an as needed basis.*
- *Provide tier 2 and 3 system support: Tandem will provide tier 2 and 3 supports for application updates, infrastructure issues, warranty and end user queries. Technical assistance calls will be accepted by designated home office staff to troubleshoot and resolve issues/errors as they arise.*
- *Conduct data refresh activities: the vendor will ensure data refreshes are executed in a timely manner and provide quality assurance on all data refreshes.*
- *Administer the system in terms of user and security rights as needed*
- *Execute data refreshes based on the schedule outlined by DCPS staff*

- *Provide quality assurance on all data refreshes*
- *Apply DCPS-defined business rules to all metrics*
- *Maintain and update School Profile Data Sheets, maintain and update Student Data Reports, and maintain and update MS and HS Individual Student Data Profiles*
- *Provide usage metric reports*
- *Revise and update displays, functionality, and usability based on Focus Group feedback*

DCPS has invested millions of federal dollars, Race to the Top funds, to conceptualize the dashboard which is now in need of continuous maintenance. Tandem Conglomerate LLC was the vendor that originally created the system. Additionally, the vendor has copyright protection which grants them (the original creator) exclusive rights over on the materials.

Background and History:

The Office of School Design and Continuous Improvement initially awarded the RQ971304/PO572329 on October 19, 2017 for less than \$10,000. However, this proposed procurement action is based on the initial plan to expand operational and maintenance deliverables for improved efficiency of the SPDI dashboard for the additional \$30,000. Tandem Conglomerate is an Information Technology solutions provider with extensive expertise in a wide range of technical domains. Tandem has experience with project management, database design, and administration to application integration. This vendor also has experience in a variety of industries, from telecommunications to government, and wide-ranging technical expertise which will be beneficial to the District. In SY15-16, STPD partnered with Tandem to revamp and redesign the SPDI dashboard, to make it a truly powerful and useful data tool for school leaders. The goal was to develop a tool that would allow access to data that could be reviewed and analyzed by school leaders, school-based administrators, and Academic Leadership Teams to inform instructional, organizational, and programmatic decision-making. Because of the partnership between STPD and Tandem, the new, dynamic and interactive SPDI dashboard launched at the beginning of the 2016-2017 school year and requires maintenance and operational support.

The Proposed Vendor's Unique Qualifications:

Tandem Conglomerate is an Information Technology solutions provider with extensive expertise in a wide range of technical domains, including technical infrastructure development, application integration, database design and administration, and software development. Tandem has been working with the District of Columbia Public Schools for 10 years in a variety of technical roles including building, maintaining, integrating and supporting DCPS's variety of administration systems, giving them first-hand knowledge of DCPS' technical environment and business process needs.

Tandem, designed, built, and deployed a robust architecture for SPDI by performing the full life cycle services to deliver STPD's requirements. They have previously been granted direct access to the source environment and systems that provide data for SPDI, are aware of and understand the business rules that are applied to all accountability metrics, and have the necessary conventions in place to execute all tasks necessary to achieve the above-mentioned goals. Considering these findings, a sole source award is in the best interest of the SPDI project and would be the most efficient and cost-effective procurement method.

Adverse Impact:

It will be cost prohibitive to allow a different vendor that is unfamiliar or lack the experience with the architecture for SDPI's platform operations and maintenance to provide the operations and maintenance requirements especially as continuity of the existing system is crucial to sustaining and maintaining the goals of STPD).

CERTIFICATION BY THE DCPS PROGRAM

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

Date

Office of School Design and Continuous
Improvement

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 1700.

Date

Contracting Officer