

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

AGENCY: District of Columbia Public Schools (DCPS), Office of the Chief of Staff
(Division of Data & Strategy)
CAPTION: IT Services for School Performance Data & Reporting
PROPOSED CONTRACTOR: Tembo Consulting, Inc.
REQUISITION NO. RQ987492

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 Chief of Staff needs to procure the information technology (IT) services from Tembo Consulting Inc. to conduct analysis and reporting of school performance data. The Division of Data & Strategy needs to continue the customization of analytical reports using school performance data. The IT services are necessary for the continued data use and reporting utilized via the customized data tool for the remainder of this fiscal year (FY18).

3. ESTIMATED COST:

The estimated cost is \$23,000 for this requisition for FY18. The estimated cost for FY19 is \$84,000. The total estimated cost for FY18-19 is \$107,000.

4. VENDOR BACKGROUND & HISTORY:

In September 2017, DC Public Schools launched a new 5-year strategic plan called Capital Commitment: 2017-2022 that included an ambitious goal of increasing the number of excellent schools. To meet this goal DCPS is developing and implementing a school improvement and growth strategy based on school and regional need. This strategy must be informed by high quality data on school and regional needs.

The vendor David Stewart, Tembo, Inc. was selected to develop a new analysis report to support the school improvement and growth strategy called the Strategic Regional Analysis (SRA). The SRA brings together data on enrollment and population trends, school demand information from the common lottery, demographics and student risk factors, school quality, facilities and programming. The SRA informs school planning, programming and resource allocation by painting a picture of school and regional factors, and the gaps in different regions of the city the city.

Tembo delivered this analysis in a static report and an interactive Tableau-based dashboard tool. This work involved obtaining student-level data on enrollment, demographics, lottery preferences, attendance, test scores and more and then mapping the data to specific neighborhoods using each student's home address. Tembo combined these aggregated student data with neighborhood-level data collected by other DC agencies and the US Census Bureau and then visualized the findings in a series of maps that show the characteristics of each school and surrounding neighborhoods across

the city. Tembo specifically developed and customized this analysis based on the requirements and needs of DCPS. While the data and findings belong to DCPS, the code and infrastructure the vendor created to generate these reports and tool are owned by Tembo, Inc.

In addition, Tembo supported DCPS on another project, the analysis of school assessment results. Tembo developed a customized test integrity analysis using 2017 student PARCC assessment data. This work involved measuring statistically aberrant changes in student achievement at the classroom level and is an important tool for checking the face validity of high stakes assessments results. DCPS plans to continue using this analysis based on 2018 PARCC results that will be available in the fall.

FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:

DCPS has an invested substantially in the data analysis and reporting services provided by Tembo, from 2015 to date more than \$300,000 in purchase orders have been issued for the continuation of this requirement (*PO550597 - \$74,000, PO56444- \$38,000, PO574968 - \$91,000*). The Data & Strategy division plans to begin updating and maintaining these reports, tools and resources beginning in July 2018 and for the subsequent years of the Capital Commitment 2017-2022 strategic plan to support the annual cycle of school planning, program development and resource allocation. The Data & Strategy division recommends continuing to partner with Tembo, Inc. as the most cost effective means of fulfilling these needs because Tembo has already developed the code and platform to refresh the data and regenerate the reports and because this method would require no knowledge transfer or other transition costs.

The Proposed Vendor's Unique Qualifications:

David Stewart of Tembo, Inc. is an expert who has worked on DCPS school performance reports since 2009. The vendor also has extensive experience working on DC-based education data projects including the OSSE school Equity Reports and Next Generation Assessment score reports. Prior to working with the District, he worked on similar projects in other urban districts undergoing major education reform efforts. He has strong experience in these areas and is sought to provide analysis of assessment data and create school performance reports.

In addition to his extensive work on New York's Progress Reports, Mr. Stewart was the Vice President of Product Development and Research for The Grow Network/McGraw-Hill where he led all phases of product development process, including discovery, business case development, field testing and the development of functional requirements. He has also served as the Associate Vice President and Senior Project Director for The Princeton Review. During this time he oversaw the implementation of comprehensive programs in the School District of Philadelphia, the Los Angeles Unified School District, and in Fairfax County Public Schools.

In light of the above findings a sole source award is in the best interest of DCPS and would be the most efficient and cost-effective procurement method.

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 Chief of Staff, Division of Data & Strategy

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