

**DETERMINATION AND FINDINGS
FOR A
SOLE SOURCE PROCURMENT**

AGENCY: District of Columbia Public Schools, Office of Chief Operating Officer, Information Technology
CAPTION: Date Validation and Support Services
PROPOSED CONTRACTOR: Certica Solutions, Inc.
CONTRACT NO.: GAGA-2017-C-0011

FINDINGS

1. AUTHORIZATION:

D.C. Official Codes: § 2-354.04, 2-354.13, 27 DCMR, Sections 1304 and 1701

2. MINIMUM NEED:

The District of Columbia Public Schools (DCPS) Office of the Chief Operating Officer (OCOO), Information Technology has an immediate need of a Contractor for the Certify Application Support Services to address the data validation requirement for the 2016-2017 school year.

The services will be used to support the design and customization of the over 40,000 Certify Enterprise Data Quality licenses necessary to implement enterprise data quality and data governance initiatives to ensure the integrity, relevance, timeliness, and privacy of district data. DCPS has already procured the licenses to push data through the system for its 49,000 students and IT now needs support to assist current developers with data mining. The work will be completed in two parts:

- A. Licenses which were previously procured via PO Number 554401, and
- B. Certify Application Support Services for data validation.

3. ESTIMATED REASONABLE PRICE:

The estimated fair and reasonable price is \$198,000.00 from date of award to September 30, 2017.

4. FACTS WHICH JUSTIFY SOLE SOURCE PROCUREMENT:

A. **Background and History of this vendor with DCPS**

- Certica data validation software was initially employed at DCPS during the 2015-2016 fiscal year.
- DCPS renewed software licenses in November 2016 for school year 2016-2017.
- Due to DCPS reorganization and decrease in staff members, additional support is needed to accommodate the required annual reporting needs.
- Below are the listed services that can only be provided by Certica staff, familiar with the software application and with access to backend data and development of the application:

- Certify data validation rule configuration to expand, update and maintain DCPS' data validation rule sets, based on DCPS' requirements
- Data mapping to Aspen and other DCPS information systems, as required
- Remote administration of the Certify application and application environment
- Management of users and administration of LDAP integration
- Training and mentoring to support the DCPS Certify rollout plan to school and district personnel, including training of new personnel
- Project management to support the needs of the DCPS Certify data quality initiative
- Up to three (3) onsite visits at DCPS during the 2016-17 school year, for project planning and professional development – travel fees waived
- There is a severe need for data validation support to be put in place as soon as possible as the Certica solution contributes to data needed to prepare schools for PARCC testing which begins in early 2017 and fulfil reporting obligations to local and federal agencies, beginning in January 2017.
- The result of market research (DCMR 27 Section 2599), using internet, DC Government and federal government agencies, and collaboration with knowledgeable individuals in government and private industry produced: 1) suggested that existence and consideration of the other tools but reaffirmed that Certica's Support Services is the most efficient method, as DCPS had utilized them previously , 2) DCPS had already purchased the proprietary rules library and licenses, and 3) Certica's direct and unique knowledge of the Certica Certify tool and their expertise with the patented software that they own, all other options at this time would have a severe negative impact of the continuity and availability of services and processes to be in place by early January 2017 for PARCC testing.

5. Vendor's Unique Qualifications:

- Certica owns the trademarked Certify Application,
- They are the expert on the licenses and related support services
- DCPS has used Certica in FY 2015 for the same services, hence they are familiar with DCPS requirements
- DCPS has purchased the licenses for school year 2016-2017
- Market research determined no other firms would perform these support services using Certica copyrighted license.

6. Adverse impact of not choosing this vendor or completing this project:

If Certica Solutions, Inc., is not retained as a vendor,

- DCPS' report of student data to a number of local and federal agencies along with organizations, departments and divisions within DCPS will not be standardized into specific formats according to the requirements of the requesting entities and the student information systems,
- DCPS' validation tool to comb through the masses of student data and inform on trends, errors and anomalies in entry to that those instances can be investigated and corrected will not work
- The data needed to prepare schools for PARCC testing which begins in early 2017 and fulfil reporting obligations to local and federal agencies will not be ready, and

- The services of a very well-known company, working previous years with DCPS with commitment to excellent performance on serving DCPS will be lost.

7. Will the purchase limit the ability of other vendors to compete on future purchases such as supplies, upgrades or replacements?

No.

8. CERTIFICATION BY PROGRAM DIRECTOR:

I hereby certify that the above findings are true, correct and complete.

Date

Office of the Chief Operating Officer, Information Technology

DETERMINATION

Based on the above certified findings and in accordance with the 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; D.C. Official Code § 2-354.04 and 2-354.13) and 27 DCMR 1304 and 1701. Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

Contracting Officer