

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

**AGENCY:** District of Columbia Public Schools  
Office of Chief of Schools  
**CAPTION:** Website Developer Services  
**PROPOSED CONTRACTOR:** Mukava, LLC  
**REQUISITION NO.:** RQ961870

**FINDINGS**

**1. AUTHORIZATION:**

**D.C. Code 2-354.04.5 and 27 DCMR, Section 1304 and 1702.**

**2. MINIMUM NEED:**

The District of Columbia Public Schools (DCPS), Office of Chief of Schools (COS), has an immediate need to procure the website developer services for the students to use for college preparation including but not limited to cost estimates, local school locator, pell graduation rates, and special upcoming events. This website development is an extension of the previously developed and currently active website [www.dcpsinternships.org](http://www.dcpsinternships.org) requested by the Division of Collage and Career. For continuity of services, since the current host, build out and expansion of the existing website the contractor is Mukava, LLC.

**3. ESTIMATED COST:**

The estimated cost is \$16,300.00 for the proposed period date of award through September 30, 2017.

**4. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:**

Mukava will create a simple landing page according to the mockups provided by DCPS. The landing page will act as a conduit to the existing website for the DCPS Division of College and Career. To ensure consistency and branding, this landing page will mirror the look and feel of the current [www.dcpsinternships.org](http://www.dcpsinternships.org). The client will have two rounds of feedback on the proposed design. The initial website was launched in December of 2015.

**5. RESULTS FROM PREVIOUS YEARS:**

The previously issued purchase order was executed in December of 2015 (PO535716) for website development and hosting for the initial launch of [www.dcpsinternships.org](http://www.dcpsinternships.org) on behalf of the Office of College and Career. The website resulted in user friendly and easily accessible page for students and central office school program administrators to utilize for college preparation.

This is a continuation of the current website and the vendor will further enhance the experience for students and capture the goals of the Office of College and Career to prepare students for college.

**CERTIFICATION BY THE DCPS PROGRAM OFFICE:**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Office of College and Career

**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

\_\_\_\_\_  
Contracting Officer