

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

AGENCY: District of Columbia Public Schools
Office of Chief of Staff
CAPTION: School Performance Analytic Support
PROPOSED CONTRACTOR: Tembo Consulting
CONTRACT NO. N/A

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 the Chief of Staff recommends continuing our partnership with Tembo Consulting to conduct analysis of assessment data and data pertinent to school performance scorecards.

3. ESTIMATED COST:

The estimated cost is \$129,000 from July 1, 2016 to June 30, 2017.

3. FACTS WHICH JUSTIFY A SOLE SOURCE PROCUREMENT:

The District of Columbia Public Schools (DCPS), Office of Data and Strategy recommends partnering with David Stewart, Tembo Consulting to continue analysis of assessment data and data pertinent to school performance scorecards.

Background and history of this vendor with DCPS

For the past 7 years, DCPS has been providing reports and tools to our schools to enable them to access and leverage data that is relevant for their school and to empower them to use that data to drive instruction and decision-making. Currently, the suite of tools and data reports we share with DCPS principals and chiefs have been developed by the vendor David Stewart, Tembo Consulting. These tools have been specifically developed and customized based on the requirements and needs of DCPS schools. While the data in the reports and tools belong to DCPS, the code and infrastructure the vendor created to generate these reports and tools are owned by the vendor.

In SY15-16, DCPS shifted to a new state summative assessment called the PARCC. The PARCC is a consortium of states that joined to create a new summative assessment and PARCC selected Pearson as the vendor to create the assessment instrument. The shifts associated with the PARCC are significant and impacted DCPS reporting and analytic needs. Tembo was selected for this work because of its expertise and ability to customize reporting to meet DCPS needs. The schedule of deliverables in Tembo's scope of work was designed to accommodate the shifts expected with adopting a new assessment, including a national standard setting process in the first year, the timeline for receiving critical data releases from Pearson and the Office of the

State Superintendent of Education (OSSE oversees assessment policy for the District), and a different format and structure of PARCC data files

Timeline for FY16 Work

Several of the deliverables Tembo was expected to complete by February 2016 were not possible because of delays in assessment data becoming available to DCPS, which created a prolonged process of validation and confirmation of key data elements that prevented reporting on PARCC data, and changes to the scope of data PARCC made available to school districts. These steps needed to occur prior to Tembo beginning their work and were not completed until January 2016 or are still outstanding and pending. As a result, the work we expected to be complete by Q2 2016 will now not be complete by the time that the current Purchase Order (PO529144) which expires on June 30, 2016.

Carryover of FY16 Work to FY17

By completing the FY16 work DCPS is investing in customized PARCC data tools that we plan to update and maintain in future years as long as DC administers the PARCC assessment. In addition, we expect the PARCC analysis and reporting work to occur earlier in FY17 than FY16 and want to ensure continuity of the work Tembo has already done and is continuing to do. Maintaining our vendor at the end of the current PO would be the most cost effective option because it allows DCPS to build upon the investments made in FY16 and would avoid unnecessary delays in transmitting data tools to schools on schedule.

The Proposed Vendor's Unique Qualifications:

David Stewart of Tembo Consulting is an expert who has worked on DCPS School Scorecard since 2009. Prior to working with the District, he has 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 data pertinent to school performance scorecards.

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.

Mr. Stewart has an M.S. in Statistics, Measurement, Assessment and Research Technology from the University of Pennsylvania (2004) and has completed 15 units in Measurement and Evaluation from Columbia University's Teachers College. He holds a Bachelor of Arts in Spanish from Occidental College (1992). Mr. Stewart has also published *Cracking the SAT II: Spanish* and *Cracking the Regents: Spanish*.

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 OFFICE:

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

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

Chief Procurement Officer