

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

AGENCY: District of Columbia Public Charter School Board (PCSB)
CONTRACT NO: 1007F16EPI-1
CAPTION: DC Public Charter Schools Data Collection Services
CONTRACTOR: Epicenter

FINDINGS

1. Authorization

D.C. Official Code § 2-354.04

2. Minimum Need

The DC Public Charter School Board has a need to renew its existing contract with Epicenter because data systems and procedures of the public charter schools and the Office of the State Superintendent of Education are aligned for PCSB to collect data in Epicenter.

3. Estimated Fair and Reasonable Price

The estimated price for this contract is \$150,000.

4. Facts that Justify a Sole Source Procurement

Since 2011 Epicenter has provided PCSB with an online educational management application. The application allows PCSB to collect school policies, contracts, assurances, and other operational data from the public charter schools under its purview. To fulfill its oversight responsibilities, PCSB must continue to collect these data using the same business rules, methodology, technology, and software. In addition to maintaining support for data reporting tools, PCSB must continue its contract with Epicenter because the data systems and procedures of the public charter schools and the Office of the State Superintendent of Education are aligned for PCSB to collect data in Epicenter.

5. Certification by the Contract Specialist:

I hereby certify that the above facts are accurate and complete.



Scott Pearson
Executive Director
DC Public Charter School Board

10/19/2015

Date

Determination

Based on the above 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 either Section 402 or 403 of the District of Columbia Procurement Practice Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code §2-354.02 or 2-354.03). Accordingly, I determine that PCSB, as an independent DC government agency, is justified in using the sole source method of procurement.

6. Certification by Contract Officer:



Scott Pearson
Executive Director
DC Public Charter School Board

10/19/2015

Date