Determination and Findings
For
Sole Source Procurement

1. **Authorization**

   D.C. Official Code § 2-354.04

2. **Minimum Need**

   The DC Public Charter School Board (PCSB) has a need to renew its existing contract with ProActive School, Inc. (ProActive School) to provide ongoing support for PCSB's student information system.

3. **Estimated Fair and Reasonable Price**

   The estimated price for this contract is $50,000.00.

4. **Facts That Justify a Sole Source Procurement**

   Since 2010, ProActive School has provided PCSB with the online educational management application, ProActive School Suite. The application allows PCSB to collect student enrollment, demographic, attendance, and discipline 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 ProActive School because the data systems and procedures of the public charter schools and the Office of the State Superintendent of Education are configured to share data with ProActive School.

5. **Certification by the Contract Specialist:**

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

   Mikayla Lytton — Date: 12/4/15
   Senior Manager of Finance, Analysis, and Strategy

Determination

Based on the above findings and in accordance with the PCSB procurement regulations, I hereby determine that the award of a sole source contract for the

services described herein is in the best interest of the DC Public Charter School Board.

12-4-15

Scott Pearson
Contracting Officer

Date