

APPENDIX A- USER COMMUNITY

The following are the User Community (§C.5.2) requirements:

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | USER COMMUNITY | REQUIREMENTS | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|----------------|---|---|--|
| UC-1 | R | OSSE & DME | Monitor data submissions from LEAs | | |
| UC-2 | R | OSSE & DME | View Audit Reports for data submissions from LEAs | | |
| UC-3 | R | OSSE & DME | Establish submission and report data windows | | |
| UC-4 | R | OSSE & DME | Automate calculation of AYP reports. | | |
| UC-5 | R | OSSE & DME | Automate creation of state report cards | | |
| UC-6 | R | OSSE & DME | Create EDEN Compatible reports to the USDE | | |
| UC-7 | R | OSSE & DME | Provide school profiles and ESEA compliance reports | | |
| UC-8 | R | OSSE & DME | Provide Value added analysis, longitudinal analysis | | |
| UC-9 | R | OSSE & DME | Provide CSPR reports | | |
| UC-10 | R | OSSE & DME | Provide HQT reports | | |

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|--------------------|---|------------------------|---|---|---|
| UC-11 | R | OSSE Policy & Research | Provide Student History (including DC CAS assessments, grades, attendance, promotion/graduation data, discipline, teacher and program information, language skills, health information, family information, and poverty data) down to the student level | | |
| UC-12 | R | OSSE Policy & Research | Track Teacher History (including education, training, certification, work history, courses taught and attendance) | | |
| UC-13 | R | OSSE Policy & Research | Track School Profiles (including aggregate assessments, courses and programs offered, special resources, facilities data and Risk Behavior Survey data) and program budgets | | |
| UC-14 | R | OSSE Policy & Research | Provide the ability to perform ad hoc reporting | | |
| UC-15 | R | OSSE Policy & Research | Examine the relationship between student achievement and the qualifications and/or experience of teachers | | |
| UC-16 | R | LEA Administrators | Automate Submission of ESEA and other state reports to OSSE such as enrollment and federal grants | | |
| UC-17 | R | LEA Administrators | Automate submission of data to OSSE for the state report card | | |
| UC-18 | R | LEA Administrators | Receive Data from OSSE | | |

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|--------------------|---|--------------------|---|---|---|
| UC-19 | R | LEA Administrators | Generate and View Student Data for Verification | | |
| UC-20 | R | LEA Administrators | Ad Hoc Analysis and Reporting | | |
| UC-21 | R | Principals | Provides student demographics, assessments and achievement, teacher histories, school profile, ad hoc reporting, longitudinal analysis | | |
| UC-22 | R | Teachers | Provides student demographics, assessments and achievement, teacher histories, school profile, ad hoc reporting, longitudinal analysis | | |
| UC-23 | R | Parents/ Students | The District is not requiring the solution to incorporate parent/student functionality as it is anticipated that this functionality will be developed after 3 years from the contract start date. It is a requirement for the solution to be expandable to track student history, teacher qualifications and school profile. Reports comparing school profiles. All viewable data shall be available in multiple languages. | | |

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|--------------------|---|--------------------------------------|---|---|---|
| UC-24 | R | NGOs & Community Based Organizations | Provide assessment, achievement, student profile data, school profile data, promotion/graduation data, value added analysis, ad hoc reporting, and longitudinal analysis. | | |
| UC-25 | R | Post-Secondary Education | Tracks Student history, school profiles | | |

APPENDIX B- DATA MIGRATION

The following are the Data Migration (§C.5.4 & §L.1.9) requirements:

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|--------------------|--|----------------|---|---|--|
| DM-1 | R | Data Warehouse | The data migration process must import longitudinal data for the 42 data elements in the Interim SLED Data Elements table. | | |
| DM-2 | R | General | The data conversion must not require that the existing system experience downtime, other than for the purpose of cutover to the new solution. | | |
| DM-3 | R | General | The data conversion process must maintain 100% data integrity from the existing data set to the new solution. | | |

APPENDIX C- DATA WAREHOUSE

The following are the Data Warehouse (§C.5.5 & §L.1.11) requirements:

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall provide a solution that: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|--|-------------|---|---|--|
| DW-1 | R | P-20 COTS | Is a COTS data warehouse that provides longitudinal collection and storage of P-20 educational data to include all NCES data elements. | | |
| DW-2 | R | Data Model | Has a data model that supports, without modification, the data elements required for ESEA, EDEN, IDEA, CSPR and other federal reporting. | | |
| DW-3 | R | Flexibility | Has an easy process to modify and add onto the existing data model to support data elements specific to DC and state reporting needs. | | |
| DW-4 | R | Data Model | Shall not allow the implementation of additional required custom data elements to affect any future product releases to the base data warehouse model and shall provide for a seamless transition implementing software upgrades and patches. | | |

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|--------------------|---|------------|---|---|--|
| DW-5 | R | Data Model | Incorporates a data warehouse model that supports open standards and is compatible with the latest versions of Microsoft SQL Server and Oracle databases. | | |
| DW-6 | R | Data Model | Has a data warehouse model that supports a staging area for the loading of raw data and integrating seamlessly with the ETL process/tools. | | |
| DW-7 | R | Data Model | Has a data warehouse model that supports optimized data cubes or data marts for business intelligence analysis and reporting. | | |
| DW-8 | D | Data Model | Has a data model that supports geospatial reference data associated with addresses/locations. | | |
| DW-9 | R | Data Model | Supports a data model that has auditable information collected and stored on all dimension and fact tables that can be reported against. | | |
| DW-10 | R | Security | Integrates with the security requirements, allowing restricted access to specific records or elements within records, based on user's roles/profile, organizational values, and relationship to specific users (i.e. teacher to class to student or parent to student). | | |

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|--------------------|---|--|---|---|--|
| DW-11 | R | Longitudinal Data | Stores and manages longitudinal data. | | |
| DW-12 | R | USI | Integrates with the Unique Identifier Engine. | | |
| DW-13 | R | USI | Captures the USI associated with a student. | | |
| DW-14 | R | USI | Maintains the USI for the life of the student. | | |
| DW-15 | R | Staff/Teacher Unique Identifier (STUI) | Integrates with the Teacher and Staff Module solution. | | |
| DW-16 | R | STUI | Captures the STUI associated with a teacher or LEA staff person. | | |
| DW-17 | R | STUI | Maintains the STUI for the life of the teacher or LEA staff person. | | |

APPENDIX D- SEA DATA

The following are the SEA DATA (§C.5.6.1) requirements:

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|--------------------|---|------------|---|---|---|
| SEA-1 | R | General | The solution will provide a SEA profile page, displaying information about the SEA. | | |
| SEA-2 | R | SEA Data | The SEA profile section will include data elements across all sections of the NCES SEA domain, which include Accountability, Activities, Assessments, Governance, Institution Identification, Instructional Programs, and Program. These will be referenced as SEA Domain Sections, henceforth. | | |
| SEA-3 | R | SEA Data | Collects and manages SEA data on the SEA identifiers and basic information, programs and services provided, and other SEA related data. | | |
| SEA-4 | R | Navigation | The profile must be organized into logical groups and allow for navigation across sections. | | |
| SEA-5 | R | Summary | The SEA profile summary must contain summary information about the SEA across all sections within the NCES data domain. | | |

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|--------------------|---|----------|--|---|---|
| SEA-6 | R | Details | The SEA profile section must provide pages with detailed information for each NCES SEA domain section. | | |
| SEA-7 | R | History | The SEA profile section must include a history of the details for each of the data elements within the SEA Domain Sections. | | |
| SEA-8 | R | LEAs | The SEA profile section must provide links to LEA profiles and other LEA information of LEAs that are members of the SEA. | | |
| SEA-9 | R | Entities | The SEA profile section will provide both detailed and historical information for all entities found within the SEA Domain Sections. | | |
| SEA-10 | R | Security | The SEA profile must be configurable for different users, tied to the unified security module and administration. Access to certain data must be able to be limited based on the users role, profile, access level, or other security model configuration. | | |

APPENDIX E - LEA DATA

The following are the LEA DATA (§C.5.6.2) requirements:

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall Provide a System that: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|------------|--|---|---|
| LEA-1 | R | General | Has an LEA profile page, displaying information about a unique LEA. | | |
| LEA-12 | R | LEA Data | Has an LEA profile section that includes data elements across all sections of the NCES Student domain, which include Accountability, Activities, Assessments, Equipment, Facilities, Food Services, Governance, Institution Identification, Instructional Programs, Program, Safety and Discipline, and Transportation. These will be referenced as LEA Domain Sections, henceforth. | | |
| LEA-3 | R | LEA Data | Collects and manages LEA data on the LEA identifiers and basic information, programs and services provided, facilities available, and other LEA related data. | | |
| LEA-4 | R | Navigation | Allows the profile to be organized into logical groups and allow for navigation across sections. | | |
| LEA-5 | R | Summary | Has LEA profile summary that contains summary information about the LEA across all sections within the NCES data domain. | | |

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|--------------------|---|----------|---|---|---|
| LEA-6 | R | Details | Has the LEA profile section with detailed information for each NCES LEA domain section. | | |
| LEA-7 | R | History | Stores the LEA profile section history of the details for each of the data elements within the LEA Domain Sections. | | |
| LEA-8 | R | Schools | Incorporates an LEA profile section that provides links to school profiles and other school information of schools that are members of the LEA. | | |
| LEA-9 | R | Entities | Has an LEA profile that provides both detailed and historical information for all entities found within the LEA Domain Sections. | | |
| LEA-10 | R | Security | Has an LEA profile that is configurable for different users, tied to the unified security module and administration. Access to certain data must be able to be limited based on the users role, profile, access level, or other security model configuration. | | |

APPENDIX F- SCHOOL DATA

The following are the School Data (§C.5.6.3) requirements:

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|--------------------|--|-------------|---|---|--|
| SL-1 | R | General | The solution will provide a school profile page, displaying information about a unique school. | | |
| SL-2 | R | School Data | The school profile section will include data elements across all sections of the NCES School domain, which include Accountability, Activities, Assessments, Equipment, Facilities, Food Services, Governance, Institution Identification, Instructional Programs, Program, and Safety and Discipline. These will be referenced as School Domain Sections, henceforth. | | |
| SL-3 | R | School Data | Collects and manages school data on the school identifiers and basic information, programs and services provided, facilities available, and other school related data. | | |
| SL-4 | R | Navigation | The profile will be organized into logical groups and allow for navigation across sections. | | |

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|--------------------|---|----------|---|---|---|
| SL-5 | R | Summary | The school profile summary will contain summary information about the school across all sections within the NCES data domain. | | |
| SL-6 | R | Details | The school profile section will provide pages with detailed information for each NCES School domain section. | | |
| SL-7 | R | History | The school profile section will include a history of the details for each of the data elements within the School Domain Sections. | | |
| SL-8 | R | Entities | The school profile section will provide both detailed and historical information for all entities found within the School Domain Sections. | | |
| SL-9 | R | Security | The school profile must be configurable for different users, tied to the unified security module and administration. Access to certain data must be able to be limited based on the users role, profile, access level, or other security model configuration. | | |

APPENDIX G- SYSTEM AGE PARAMETERS

The following are the System Age Parameters (§C.5.7) requirements:

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|--------------------|--|--------------------|---|---|---|
| AP-1 | R | Core Functionality | The framework of the solution must be flexible enough to support students from early identification (ages 0-3), early childcare, Pre-K through 12 th grade, post-secondary education, alternative graduation programs (eg. General Educational Development (GED)), and into the workforce, including workforce development programs, certifications, and other adult education programs. | | |
| AP-2 | R | Core Functionality | Support students in Pre-K through 12 th Grade during Releases 1 through 4. | | |
| AP-3 | R | Core Functionality | The age range requirements apply to modules and releases to include the data warehouse, integration layer and presentation layer. | | |

APPENDIX H- DIRECT CERTIFICATION FOR THE USDA FREE AND REDUCED MEAL PROGRAM

The following are the Direct Certification for the USDA Free and Reduced Meal Program (§C.5.8) requirements:

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|--------------------|---|--------------------|--|---|---|
| DC-1 | R | Core Functionality | Provide a system that meets USDAs Direct Certification for free meals requirements. | | |
| DC-2 | R | Core Functionality | Provide a system that allows for the automatic collection of individual level data from the District of Columbia Department of Human Services IMA. | | |
| DC-3 | R | Core Functionality | Provide a system that matches the IMA provided data for students who are from households receiving FSP and TANF data to determine if the IMA data certifies those students as “categorically eligible” for free school meals based on their FSP/TANF eligibility. These matches shall be flagged as students that are categorically eligible to receive free school meals. | | |
| DC-4 | R | Reports | Provide a system that provides school level reporting to each school with the ability to run reports that identify those students who are categorically eligible at their particular school. These school level reports shall only contain the list of students at the particular school that is running the report. | | |

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|--------------------|---|--------------------|--|---|---|
| DC-5 | R | Security | Provide a system that provides schools with their own Direct Certification role in the SLED system. | | |
| DC-6 | R | Reports | Provide a system that reports percentages of students who are categorically eligible. | | |
| DC-7 | R | Reports | Provide a system that identifies all students that are categorically eligible and which schools they attend. | | |
| DC-8 | R | Core Functionality | Provide a system to meet the USDA Direct Certification Requirements. | | |
| DC-9 | R | Reports | Identify which program(s) students are receiving public funding in the IMA file. | | |

APPENDIX I- END-USER EMAILS/COMMUNICATION TOOLS

The following are the End-User Emails/Communication Tools (§C.5.6.4) requirements:

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|--------------------|--|----------------------|--|---|---|
| C-1 | R | General | Provide a system that supports email communication to users. | | |
| C-2 | R | General | Provide a system that sends email communications upon process triggers. | | |
| C-3 | R | General | Provide a system that allows email communications for multiple recipients. | | |
| C-4 | R | General | Provide a system that allows the subject, body and recipient information to be customized. | | |
| C-5 | R | General | Provide a system that allows for end-user management of email communications. | | |
| C-6 | R | General | Provide a system that allows for the outbound email address to be DC.Gov specific. | | |
| C-7 | R | General | Provide a system that allows for emails to be sent to user or user groups on an ad hoc basis. | | |
| C-8 | R | General | Provide a system that allows for recipient email addresses to be modified (i.e. user names cannot be email addresses). | | |
| C-9 | R | Escalations/ Help | Provide a system that allows users to report problems through the user interface. | | |

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|--------------------|---|-------------------|--|---|---|
| C-10 | R | Escalations/ Help | Provide a system that has basic case management workflow of reported problems. | | |
| C-11 | R | Escalations/ Help | Provide a system that has reports on reported problems. | | |
| C-12 | R | Escalations/ Help | Provide a system that collects audit information regarding reported problems (i.e. user reporting problem, date and time of reported problem, comments, resolution date and time, resolution comments, etc). | | |
| C-13 | R | Escalations/ Help | Provide a system that allows users to report problems that can be configured to follow business processes established by OSSE. | | |
| C-14 | R | User Alerts | Provide a system that provides general alerts to users through the display on a user's main page and/or content specific pages. | | |
| C-15 | R | User Alerts | Provide a system that allows administrators to manage user alerts through a web interface. | | |
| C-16 | R | User Alerts | Provide a system that allows user alerts to be established for particular user groups. | | |
| C-17 | R | User Alerts | Provide a system that allows for the pre-set onset and expiration of user alerts. | | |
| C-18 | R | User Alerts | Provide a system that allows user alerts to be stored for future use. | | |

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|--------------------|---|----------------------|---|---|---|
| C-19 | R | User Alerts | Provide a system that allows for alerts to be tied to reporting deadlines. | | |
| C-20 | R | User Alerts | Provide a system that allows user alerts to be created, edited, deleted, saved, activated, and deactivated. | | |
| C-21 | D | Mobile communication | Provide a system that provides a framework for integrating and/or sending mobile communication messages. | | |
| C-22 | D | Mobile communication | Provide a system that links to user management and/or phone numbers associated with contact information. | | |
| C-23 | D | Mobile communication | Provide a module/alerts feature to send a mobile message. | | |
| C-24 | D | Mobile communication | Provide a mobile messaging module that allows for specific users groups to be sent information. | | |
| C-25 | D | Mobile communication | Alternately, if the system does not support the above requirements, the system must integrate with the Alert DC application, provided by Cooper Notification. | | |

APPENDIX J - 360° STUDENT VIEW PART 1 & 2

The following are the 360° Student View Part 1 & 2 (§C.5.6.5) requirements:

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|--------------------|---|--------------|--|---|---|
| SV-1 | R | General | The solution will provide a student profile page, displaying information about a unique student. | | |
| SV-2 | R | Student Data | The student profile section will include data elements across all sections of the NCES Student domain, which include Student Personal, Enrollment, Assessment, Food Services, Health Conditions, Non-School and Post-School Experiences, School Participation Activities, Special Program and Student Support and Transportation. These will be referenced as Student Domain Sections, henceforth. | | |
| SV-3 | R | Navigation | The profile will be organized into logical groups and allow for navigation across sections. | | |
| SV-4 | R | Summary | The student profile summary will contain summary information about the student across all sections within the NCES data domain. | | |
| SV-5 | R | Detail | The student profile section will provide pages with detailed information for each NCES Student domain section. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|-------------|--|---|---|
| SV-6 | R | History | The student profile section will include a history of the details for each of the data elements within the Student Domain Sections. | | |
| SV-7 | R | Entities | The student profile section will provide both detailed and historical information for all entities found within the Student Domain Sections. | | |
| SV-8 | R | Enrollment | The system must manage dual enrollments, primary and secondary enrollments, and a student's enrollment application/pre-registration, registration, enrollment statuses, entry status type, and date, and exit status, type and date in determining what school a student is a part of. | | |
| SV-9 | R | Enrollment | Provide a system to track students across various different LEAs. | | |
| SV-10 | R | Assessment | The assessment information must provide a means to view different types of assessments in a chronological order, including, but not limited to DC CAS, NAEP, PSAT, Scholastic Assessment Test (SAT), and Advanced Placement (AP) tests. | | |
| SV-11 | R | Cohort Data | The system must allow for multiple cohort assignment tracking (i.e. DC-CAS cohort and High School Graduation Cohort). | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|----------------------|--|---|---|
| SV-12 | R | Security | The student profile must be configurable for different users, tied to the unified security module and administration. Access to certain data must be able to be limited based on the users role, profile, access level, or other security model configuration. | | |
| SV-13 | R | Reports (Truancy) | Provide reports that show Truancy rate by class, grade, school and by teacher | | |
| SV-14 | R | Reports (Mobility) | Provide a system to generate reports on student mobility. | | |
| SV-15 | R | Reports (Graduation) | Provide a system that automates the calculation of student graduation. | | |
| SV-16 | R | Reports (Drop Out) | Provide a system to track student and cohort level dropout data and calculate the dropout rate. | | |
| SV-17 | R | College Placement | Provide a system that tracks College placement data (AccuPlacer at UDC). | | |

APPENDIX K- CLASS DATA

The following are the Class Data (§C.5.6.6) requirements:

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|---------------------------|--|-----------------|--|--|--|
| CD-1 | R | General | The solution will provide a Class profile page, displaying information about the Class. | | |
| CD-2 | R | Class Data | The Class profile section will include data elements across all sections of the NCES Class domain, which include Class Identification and Instructional Programs. These will be referenced as Class Domain Sections, henceforth. | | |
| CD-3 | R | Class Data | Collects and manages Class data on the Class identifiers and basic information, schools/LEA which provide the class and other class related data. | | |
| CD-4 | R | Class Data | Class IDs serve as the link between the classes that students attend and the classes the teachers teach (student to class to teacher). The screens must tie this information together, provide data built by this relationship and tie to security to restrict access to sensitive data. | | |
| CD-5 | R | Navigation | The profile will be organized into logical groups and allow for navigation across sections. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|----------|--|---|---|
| CD-6 | R | Summary | The Class profile summary will contain summary information about the Class across all sections within the NCES data domain. | | |
| CD-7 | R | Details | The Class profile section will provide pages with detailed information for each NCES Class domain section. | | |
| CD-8 | R | History | The Class profile section will include a history of the details for each of the data elements within the Class Domain Sections. | | |
| CD-9 | R | LEAs | The Class profile section must provide links to related data domains, such as Staff, LEA and school, when appropriate. | | |
| CD-10 | R | Entities | The Class profile section will provide both detailed and historical information for all entities found within the Class Domain Sections. | | |
| CD-11 | R | Security | The Class profile must be configurable for different users, tied to the unified security module and administration. Access to certain data must be able to be limited based on the users role, profile, access level, or other security model configuration. | | |

APPENDIX L- STANDARDIZED TESTING RESULTS REPORTING

The following are the Standardized Testing Results Reporting (§C.5.6.7) requirements:

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|--|----------------|--|---|---|
| STR-1 | R | General | The reports and administrative tools must adhere to the portal requirements outlined in this document. | | |
| STR-2 | R | Administration | The Standardized Testing Results data will require an administrative tool, linked to or as a part of the ETL functionality referenced in this document. | | |
| STR-3 | R | Administration | The administration tool must allow a central user to load data sets for various testing types, including, but not limited to, DC CAS, PSAT, SAT, AP, and American College Testing (ACT) tests. | | |
| STR-4 | R | Administration | The administration tool must allow new test types to be added. | | |
| STR-5 | R | Administration | The administration tool must allow for each test type the categories of test responses and within each category, strands of the types of questions asked. (Example: Test Type: DC CAS; Category: Math; Strand: Geometry) | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|----------------|---|---|---|
| STR-6 | R | Administration | The administration tool must allow for test details to be entered into the tool. The test details may include, but are not limited to, test type ID, test ID, grades tested, test date, make-up test date, organization, and other relevant data pertaining to the test type or specific test itself. | | |
| STR-7 | R | Administration | The administration tool must allow for test content categories, strands, and question level data to be entered and managed. This included counts of test questions within a category for when question level results data is not provided. | | |
| STR-8 | R | Administration | The administration tool must allow for correct question level test responses to be captured for each test. | | |
| STR-9 | R | Administration | The administration tool must allow proficiency level cut scores to be entered for each category, and/or stand. Not all tests will require cut scores. | | |
| STR-10 | R | Administration | The administration tool must allow proficiency levels to be entered, associated to cut scores, for each test. Not all tests will require cut scores. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|--|--|---|---|
| STR-11 | R | Administration | The administration tool must allow for proficiency levels, cut scores and strand level data to be updated annually, without affecting the prior years' data. | | |
| STR-12 | R | Administration | The administration tool must allow for constructed response questions (writing responses) to be captured. | | |
| STR-13 | R | Administration | The administration tool must allow for sample responses to be captured for each constructed response score level. | | |
| STR-14 | R | Administration | The administration tool must allow for sample questions to be entered into the system. This must tie to categories and strands, rather than to a particular question on a particular test. | | |
| STR-15 | R | Administration | The administration tool must allow for reference resources to be entered and associated with categories and strands, rather than to a particular question on a particular test. | | |
| STR-16 | R | Standardized Testing Results Summary Reports | The Standardized Testing Results Summary Reports must show aggregated testing results for various test types for the State, each LEA, and each school. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|--|---|---|---|
| STR-17 | R | Standardized Testing Results Summary Reports | The Standardized Testing Results Summary Reports must provide a method by which a user can navigate between the State, an LEA, and a school in a manner consistent with other navigation mechanisms used throughout the site. | | |
| STR-18 | R | Standardized Testing Results Summary Reports | The Standardized Testing Results Summary Reports must allow a user to view aggregated results by each racial or ethnic category for each organizational level and test type. | | |
| STR-19 | R | Standardized Testing Results Summary Reports | The Standardized Testing Results Summary Reports must allow a user to view aggregated results by each gender category for each organizational level and test type. | | |
| STR-20 | R | Standardized Testing Results Summary Reports | The Standardized Testing Results Summary Reports must allow a user to view aggregated results by each grade category for each organizational level and test type. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|--|---|---|---|
| STR-21 | R | Standardized Testing Results Summary Reports | The Standardized Testing Results Summary Reports must allow a user to view counts by each program category for each organizational level and test type. | | |
| STR-22 | R | Standardized Testing Results Summary Reports | Each report shall be designed to combine the relevant data (organizational level, demographics, enrollment) into the reports. | | |
| STR-23 | R | Standardized Testing Results Summary Reports | The Standardized Testing Results Summary Reports must allow a user to view results for a specific year and/or across years. | | |
| STR-24 | R | Standardized Testing Results Summary Reports | The reports must provide totals for each report view. | | |
| STR-25 | R | Standardized Testing Results Summary Reports | Each report group label must provide drill-down capabilities. | | |
| STR-26 | R | Standardized Testing Results Summary Reports | Each report must allow a user to switch organization, report type or test type without requiring a reset of the data. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|--|--|---|---|
| STR-27 | R | Standardized Testing Results Summary Reports | All totals data must provide drill-down capabilities. | | |
| STR-28 | R | Standardized Testing Results Summary Reports | The summary reports must provide comparison data to higher organizational level test results (i.e. when viewing an LEA results, State aggregate data will be presented). | | |
| STR-29 | R | Standardized Testing Results Summary Reports | The summary results shall provide a means to compare similar organizational level test results (i.e. School to school comparison). | | |
| STR-30 | R | Standardized Testing Results Summary Reports | The Standardized Testing Results Summary Reports must provide data on the percentage of student tested based on those that are required to take the test (factoring in active enrollments). | | |
| STR-31 | R | Standardized Testing Results Summary Reports | The public view summary enrollment counts must comply with FERPA and mask groups for which less than 40 students are included in the group for participation or less than 25 are in the group for academic achievement. The data must be masked in a manner as such that individual counts cannot be inferred from the available data. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|---|---|---|---|
| STR-32 | R | Standardized Testing Results Summary Reports | Private, secure views of the summary test results reports must not restrict the data based on group size, as users must be authorized to access the private view of the data. | | |
| STR-33 | R | Standardized Testing Results Summary Reports | The summary reports shall provide the data primarily as a data grid view and secondarily as a graphical representation (most applicable to the set of data). | | |
| STR-34 | R | Standardized Testing Results Detailed Reports | The detailed standardized testing results reports must provide student level data to authorized end-users. | | |
| STR-35 | R | Standardized Testing Results Detailed Reports | The detailed standardized testing results reports must only be available on the private, secure site. | | |
| STR-36 | R | Standardized Testing Results Detailed Reports | The summary reports shall provide an authorized user the ability to link to the detailed reports. Not all secure users will have access to the student level data. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|---|--|---|---|
| STR-37 | R | Standardized Testing Results Detailed Reports | The detailed reports must display the relevant test data, including, but not limited to, strand and question level response summaries, cut level scores, roster level views of test results, and, linked to the student-specific views, list of all tests and results for individual students. Additional views using the data associated with the individual tests, results, and students' results may be needed as a part of the final solution. | | |
| STR-38 | R | Standardized Testing Results Detailed Reports | The detailed standardized testing results reports must provide comparison values against the state, LEA school, grade, and/or class, dependant upon the view of the data. | | |
| STR-39 | R | Standardized Testing Results Detailed Reports | The detailed standardized testing results reports must provide similar, if not identical navigation elements (drop-down menus or other selectors) to the summary reports. | | |

APPENDIX M- TEACHER AND STAFF MODULE

The following are the Teacher and Staff Module (§C.5.6.8) requirements:

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall Provide a System That: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|--------------------|---|---|---|
| TS-1 | R | General | Incorporates a staff profile page, displaying information about a unique staff member. | | |
| TS-2 | R | Teacher Data | Has a teacher/staff profile section that includes data elements across all sections of the NCES Staff domain, which include Assignments, Current Employment, Educational Experiences, Evaluation and Career Development, Personal Information, Qualifications, and Separation from Employment. These will be referenced as Teacher Domain Sections, henceforth. | | |
| TS-3 | R | Teacher Data | Collects and manages educator data on the classes teachers teach, the locations where they teach, years of experience, certification/licenses, subject taught, their degrees earned, and when they leave their respective LEA. | | |
| TS-4 | R | Reports (Mobility) | Analyzes the mobility of instructional staff. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall Provide a System That: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|---------------|--|---|---|
| TS-5 | R | Reports (HQT) | Identifies highly qualified teachers and identifies the actions that must be taken for a teacher to meet highly qualified requirements if they do not. | | |
| TS-6 | R | Navigation | Incorporates a teacher/staff profile that is organized into logical groups and allows for navigation across sections. | | |
| TS-7 | R | Summary | Incorporates a teacher profile summary that contains summary information about the teacher across all sections within the NCES data domain. | | |
| TS-8 | R | Detail | The teacher profile section will provide pages with detailed information for each NCES Teacher domain section. | | |
| TS-9 | R | History | Includes a teacher profile section with history of the details for each of the data elements within the Teacher Domain Sections. | | |
| TS-10 | R | Entities | Provides a teacher profile section with detailed and historical information for all entities found within the Teacher Domain Sections. | | |
| TS-11 | R | Security | Includes a configurable teacher profile for different users, tied to the unified security module and administration. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall Provide a System That: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|--------------------|--|---|---|
| TS-12 | R | Security | Access to certain data must be able to be limited based on the users role, profile, access level, or other security model configuration. | | |
| TS-13 | R | Core Functionality | Establishes an automated process to assign and maintain a Unique STUI. An accurate Staff/Teacher Tracking System will correctly identify each educator and their basic associated data as they are hired, transferred and exited. | | |
| TS-14 | R | Core Functionality | Provides STUIs that are unique (assigned to only one educator), unchanged (follow the educator throughout their employment at an LEA), unduplicated (only one per educator), unidentifiable (the identifier will not reveal the personal identity or jeopardize the privacy of the educator, i.e., must not use the social security number). | | |
| TS-15 | R | Core Functionality | Allows for individual and mass assignment of STUIs through batch processing. | | |
| TS-16 | R | Core Functionality | Assigns STUIs by a single process established and maintained by OSSE. | | |
| TS-17 | R | Core Functionality | Captures and maintains the unique identifier associated with a teacher or LEA staff personnel for the life of the person. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall Provide a System That: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|---------------------------|---|---|---|
| TS-18 | R | Highly Qualified Teachers | Provides the ability to calculate the HQT report for ESEA reporting. | | |
| TS-19 | R | Highly Qualified Teachers | Identifies highly qualified teachers and identifies the actions that must be taken for a teacher to meet highly qualified requirements if they do not. | | |
| TS-20 | R | Reports | Tracks assessment scores in the Praxis series of standardized tests | | |
| TS-21 | R | Reports (HQT) | The portal must provide a list of all highly qualified teachers by subject, school, and LEA. | | |
| TS-22 | R | Reports (HQT) | The report must be linked to the state report cards outlined in this document. | | |
| TS-23 | R | Reports (HQT) | Secure views of the report must provide additional data relevant to the teacher, including, but not limited to, certification type and date, re-certification or additional professional development requirements and due dates, years of experience teaching in the LEA, total years of experience teaching, and other teacher specific data elements. | | |
| TS-24 | R | Reports (HQT) | The reports, both public and private, must use standard navigation and filtering techniques consistent with other reports. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall Provide a System That: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|---------------|--|---|---|
| TS-25 | R | Reports (HQT) | The portal must provide a list of all teachers that are not highly qualified by subject, school, and LEA. | | |
| TS-26 | R | Reports (HQT) | Secure, private views of this data shall expand on the HQT data and provide vital information to school, LEA and state stakeholders. | | |

APPENDIX N- ELECTRONIC TRANSCRIPTS

The following are the Electronic Transcripts (§C.5.9) requirements:

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|--|--------------------|--|---|---|
| ET-1 | R | Academic History | The e-Transcripts module must provide a student's complete academic history, which includes, but is not limited to, courses taken, credits earned, grades achieved, grade level, discipline information, program participation, and other relevant student related data. | | |
| ET-2 | R | Web Views | The e-Transcripts module must provide transcripts in web views, PDF, Excel and other commonly used formats for sharing data across educational institutions (SPEEDE EDI, PESC College XML, PESC High School XML, and SIF Student Record Exchange). | | |
| ET-3 | R | Portal Integration | The e-Transcripts module must integrate into the portal and adhere to all portal requirements, pertaining to look-and-feel, standards, and other relevant requirements. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|----------|--|---|---|
| ET-4 | R | Security | The e-Transcripts module must integrate with the security requirements outlined in this document, as to ensure appropriate access by schools and LEA. | | |
| ET-5 | R | General | The e-Transcripts module must allow students to view the e-Transcripts. | | |
| ET-6 | R | General | The e-Transcripts module must allow schools and LEA to view the students' records when the end-users are authorized to access such records. | | |
| ET-7 | R | Submit | The e-Transcripts module must allow a student to submit their e-Transcripts to higher education institutions of their choice. | | |
| ET-8 | R | General | The e-Transcripts must allow a student or parent to request their transcripts to be distributed to other organizations that require the use of a transcript (eg. foundations, award applications, other specialized programs, workforce entities, educational institutions within DC or in another state). | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|----------|--|---|---|
| ET-9 | R | General | The e-Transcripts module must maintain records of institutions to which e-Transcripts have been provided. This information must be available through the web application. | | |
| ET-10 | R | Reports | The e-Transcripts module must provide summary reports to executive level users regarding the transmission of transcripts (how many to and from organizations, submitted to colleges by demographic and enrollment, etc). | | |

APPENDIX O- DATA TRANSFER/INTEGRATION

The following are the Data Transfer/Integration (§C.5.10) requirements:

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|---------------|---|---|---|
| DT-1 | R | Data Transfer | The proposed solution must be able to transfer data via the following means: - Secure File Upload - Most current version of the SIF standard for XML (www.sifinfo.org) - ETL - direct data source integration - Secure FTP | | |
| DT-2 | R | Data Transfer | The proposed solution must support the secure transfer and exchange of data over the Internet among educational entities using a number of file formats, including: - XML - Fixed-length ASCII records - Delimited ASCII records - MS Excel (optional) | | |
| DT-3 | R | ETL | Support open standards and allow for integration with multiple data sources including, but not limited to, Microsoft SQL Server and Oracle. | | |
| DT-4 | R | ETL | Support version control of system configurations, mappings and business rules. | | |

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|--------------------|---|----------|--|---|---|
| DT-5 | R | ETL | Support automated deployment across development, test, and production environments, specifically for transformation and load processes, system configurations, mappings, and business rules. | | |
| DT-6 | R | ETL | Allow for easy, real-time debugging of transformation logic. | | |
| DT-7 | R | ETL | Support pre-defined, reusable and customizable transformation and load routines specific to the P-20 educational environment. | | |
| DT-8 | R | ETL | Provide the ability to specify complex transformations using only built-in transformation objects. The goal is to specify transformations without writing any procedural code. | | |
| DT-9 | R | ETL | Support the loading of slowly changing dimension data in the data warehouse. | | |
| DT-10 | R | ETL | Must be able to join data from multiple sources. | | |
| DT-11 | R | ETL | Support concurrent processing of multiple source data streams. | | |
| DT-12 | R | ETL | Provide the ability to reuse individual transformations. | | |

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|--------------------|---|----------|---|---|---|
| DT-13 | R | ETL | Must have the capability to reroute bad records to separate target. | | |
| DT-14 | R | ETL | Must not require generation and compilation of source code. | | |
| DT-15 | R | ETL | The transformation and loading process(es) must support the enforcement of referential integrity of the data. | | |
| DT-16 | R | ETL | Provide data extraction, cleansing, aggregation, reorganization, transformation, calculation, and load operations, including the following functions: <ul style="list-style-type: none"> • Filter data, convert codes, perform table lookups, calculate derived values • Validate data to check content and range of field values • Perform procedural data cleansing functions <ul style="list-style-type: none"> ▪ Load cleansed data to the target data warehouse, ODS or data mart | | |

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|--------------------|---|----------------|--|---|---|
| DT-17 | R | ETL | Provide standard validation rules out of the box, such as date validations (format and valid dates), zip code formats, and other standard validation practices. | | |
| DT-18 | R | ETL | Provide a means to indicate business rules and validations as either hard validations (must meet or fail), soft validations (shall meet, but not required for acceptance), and warning validations (data may be incorrect but does not prevent from acceptance). | | |
| DT-19 | R | User Interface | Utilize pre-packaged transformation objects to manage and configure ETL functions through an intuitive graphical user interface. | | |
| DT-20 | R | User Interface | Provide a web-based interface to manage the source systems from which data is provided. | | |
| DT-21 | R | User Interface | Provide a web-based interface to update value mappings for each source system from which data is provided. | | |
| DT-22 | R | User Interface | Provide a web-based interface to manage business and validation rules associated with individual data elements. | | |

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|--------------------|---|-------------------------|---|---|---|
| DT-23 | R | User Interface | Provide a web-based interface to manage data level constraints, value formats, and lengths. | | |
| DT-24 | R | Data Loading Management | Solution shall support an intuitive, web-based data interface that manages the submission of data in both centralized and decentralized environments. | | |
| DT-25 | R | Data Loading Management | Provide to end users views of submitted files and records. | | |
| DT-26 | R | Data Loading Management | Provide displays to end-users the outcomes of validation procedures for file, record, and field transmissions. | | |
| DT-27 | R | Data Loading Management | The web interface must provide actionable error details for each file, record, or field that fails any validation. | | |
| DT-28 | R | Data Loading Management | Provide a means by which error messages associated with business rules can be customized. | | |
| DT-29 | R | Data Loading Management | Provide historical views of submitted data through a web interface. This shall be at a file, record and element level. | | |
| DT-30 | R | Reports | Provide reporting based on source systems regarding the status and timeliness of data transfers. | | |

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|--------------------|---|------------------|--|---|---|
| DT-31 | R | Reports | Collect and maintain audit information for any action or update that occurs in the system. This information must include, at a minimum, user, date and time, and action taken. | | |
| DT-32 | R | Reports | Provide reports and/or applicable data views of audit information to end-users. | | |
| DT-33 | R | Reports | Provide management reports on data element validations, counts of records submitted and their statuses, counts of data elements provided, and timeliness/accountability reports to monitor business processes associated with the data transmission process. | | |
| DT-34 | R | End User Support | Provide help support to end users through the data import process, either via help screens, wizard tools, request help flags, or other web-based means of assistance. | | |
| DT-35 | R | End User Support | Provide a means for end-users to flag issues with files and/or specific records. | | |
| DT-36 | R | End User Support | Provide a means by which a state representative or other help desk personnel can view flagged issues and assist the end user with resolution. | | |

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|--------------------|---|---------------------|---|---|---|
| DT-37 | R | End User Support | Provide a means by which end users can resolve or eliminate file, record and field level errors, without requiring the erroneous data to be modified through the tool (ie, the end users must correct data or file errors in their source systems). | | |
| DT-38 | R | Email Notifications | Provide email notifications to end users and/or system administrators in support of the work required to be performed, system issues, and/or end-user support mechanisms. | | |
| DT-39 | R | Architecture | The system must be built on a web service architecture, as to allow for later customization of the ETL process and/or reporting, as required by DC business processes. | | |
| DT-40 | R | User Admin | Allow for one user to have access to multiple LEAs and multiple Schools. | | |
| DT-41 | R | User Admin | Allow for one user to upload files for multiple LEAs and/or multiple schools. | | |
| DT-42 | R | User Admin | Allow for different individuals to perform multiple functions to support data transfer. (Ex. Local Administrator uploads a file. Registrar confirms data.) | | |

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|--------------------|---|------------|--|---|---|
| DT-43 | R | User Admin | Allow for the records of a single source system with many schools to be confirmed by multiple individuals at a specific school. | | |
| DT-44 | R | User Admin | Allow for one upload per LEA. The system must not require that individual schools upload separate files. | | |
| DT-45 | R | User Admin | Provide a web interface to add, edit and deactivate users. | | |
| DT-46 | R | User Admin | Provide a web interface to edit existing users (including disabling or re-enabling the user.) | | |
| DT-47 | R | User Admin | Users will not be deleted from the system even after all role assignments have terminated. | | |
| DT-48 | R | User Admin | Provide a means of centralized management of user roles. | | |
| DT-49 | R | User Admin | Provide a means of decentralized management of user roles with restricted role assignment capability for pre-assigned organizational level values and individuals. | | |
| DT-50 | R | User Admin | Provide a web interface that allows appropriately authorized users to grant other users access to specific roles. | | |

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|--------------------|---|------------|--|---|---|
| DT-51 | R | User Admin | Allow all users to be assigned an organization(s), which include, SEA, Intermediate Education Agency (IEA), LEA, and School. Users may be assigned multiple any level. | | |
| DT-52 | R | User Admin | Provide reports on active users and their assigned roles at various organizational levels to allow security administrators to review role assignments. | | |
| DT-53 | R | User Admin | Record auditable information on granting user role assignments including the date the assignment was made, who authorized the assignment, and other relevant data. | | |
| DT-54 | R | User Admin | Keep a history of user role assignments. | | |
| DT-55 | R | User Admin | Provide a web interface to view role assignment history. | | |
| DT-56 | R | User Admin | Role assignments must be able to be created with a termination date. | | |
| DT-57 | R | User Admin | Restrict access to the application when a role termination date has passed. | | |
| DT-58 | R | User Admin | Provide a report on upcoming termination dates. | | |

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|--------------------|---|--|--|---|---|
| DT-59 | R | User Admin | Provide notification to users prior to their role termination date far enough in advance that the user can reasonable take action to renew the role (ex. An Email Notification). | | |
| DT-60 | R | Reports (Data Transfer) | Provide a system that has a search feature linked to the data transfers. This search shall support all audit elements and file elements. | | |
| DT-61 | R | Reports (Data Transfer) | Provide a system that has widgetized views of file transfers. An example would be a widget that displays the amount of time since the previous upload for an LEA. | | |
| DT-62 | R | Reports (Data Transfer) | Provide reports that are complemented by appropriate widgets, for quick summary information provided to the end-user upon log in. | | |
| DT-63 | R | Accountability Tracking and Monitoring | Provide accountability tracking and monitoring reports that accompany all business processes and accountability measures of the state. | | |

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|--------------------|---|--|---|---|---|
| DT-64 | R | Accountability Tracking and Monitoring | Provide data quality accountability reports must be customizable based on the type of data being received over phased releases and based on data quality measures determined after initial data quality analysis. | | |
| DT-65 | R | General | Provide system that allows secure transfer and loading of aggregated and disaggregated data from LEAs/Schools. | | |

APPENDIX P- PORTAL

The following are the Portal (§C.11) requirements:

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|-------------------------|--|---|---|
| P-1 | R | General | The portal must support web services integration. | | |
| P-2 | R | General | The portal must provide all features and functions in Internet Explorer, Firefox, and Safari, at a minimum. Other web browser compatibility is desired. | | |
| P-3 | D | Look-and-Feel Standards | The portal must adhere to the Resource Center Level standards, as outlined in the <i>DC Portal Resource Center Standards Guide</i> . An example site is the Education Resource Center located at http://educationcenter.dc.gov/ | | |
| P-4 | R | Look-and-Feel Standards | The portal must allow for both public and secure views of the data to adhere to the common look-and-feel standards of the DC Government. | | |
| P-5 | R | Look-and-Feel Standards | The portal must use the common header, footer and navigation elements of the DC.Gov Resource level view. | | |
| P-6 | R | Look-and-Feel Standards | The portal must follow the Cascading Style Sheet established by the DC.Gov Standards document. | | |

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|--------------------|---|-------------------------|--|---|---|
| P-7 | R | Look-and-Feel Standards | Any feeder systems developed under this RFP must adhere to these standards. | | |
| P-8 | R | Look-and-Feel Standards | System administration tools associated with the SLED under this RFP also must adhere to the DC.Gov standards referenced above. | | |
| P-9 | R | Look-and-Feel Standards | The solution must utilize common drop-down selectors, radio buttons, and check boxes across all system features. | | |
| P-10 | R | Look-and-Feel Standards | The solution must allow for at least two-tiered navigation. | | |
| P-11 | R | Look-and-Feel Standards | The solution must provide consistent pagination method across all tools, features, and applications within the SLED, that adhere to DC.Gov Portal Level standards. | | |
| P-12 | R | Look-and-Feel Standards | All reporting tables must adhere to the DC.Gov Standards. | | |
| P-13 | R | Look-and-Feel Standards | The solution must allow for intuitive table sorting and filtering within tables of data. | | |
| P-14 | R | Look-and-Feel Standards | The solution must not contain any branding, logos or icons of any Contractor, private company or specific product. Only District of Columbia branding is allowed. | | |

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|--------------------|---|------------------------------|--|---|---|
| P-15 | R | Data Exports | Allow users to export and print data to a PDF, Excel and CSV formats as applicable. | | |
| P-16 | R | Data Exports | Provide the ability to print all reports in a printer-friendly format. | | |
| P-17 | R | Look-and-Feel Administration | The portal must provide administration tools that allow for any newly developed standards to be implemented across all SLED, feeder system, and administration tool pages, including, but not limited to header, footer, navigation, and Cascading Style Sheets. | | |
| P-18 | R | Look-and-Feel Administration | The portal must provide administration tools that allow OSSE users to add, update, or remove content displayed to users both public and private. | | |
| P-19 | R | Look-and-Feel Administration | Within the administration of the portal content, the tool must provide a means to version reports and pages of content, as well as draft, approve and publish content. | | |
| P-20 | R | Look-and-Feel Administration | The portal must provide the ability to utilize other DC.Gov resources within content pages of the SLED, both public and secure. | | |

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|--------------------|---|------------------------------|---|---|---|
| P-21 | R | Look-and-Feel Administration | The portal must allow any reports, widgets, or other display characteristics developed or implemented under this RFP into the common portal framework. | | |
| P-22 | R | Look-and-Feel Administration | The portal solution must provide user administration tools to manage users within the portal. | | |
| P-23 | R | Access Levels | The portal must allow for a single point of entry for both public and secure sections of the system, using a single base URL for both access types. | | |
| P-24 | R | Access Levels | The portal solution must allow for both public and secure facing views of pages and functionality. | | |
| P-25 | R | Access Levels | The portal must allow for reports to be reused across public and secure pages, reports and functionality. | | |
| P-26 | R | Access Levels | The secure portion of the solution must integrate with the security module outlined in this RFP, which must include, but not limited to, LDAP, user permissions and authorization, and organizational levels. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|------------------------|--|---|---|
| P-27 | R | Content Sources | The portal must be able to retrieve data and/or reports from various content sources and display this information in the portal framework. | | |
| P-28 | R | Content Sources | The portal must be able to grab content from a CMS system, maps and mapping information from the DC GIS repository, data from the data warehouse reporting layer, and any application internal to OSSE. | | |
| P-29 | R | Dashboards and Widgets | The portal must provide a dashboard screen to all users. | | |
| P-30 | R | Dashboards and Widgets | The portal must allow for widgets of data to be displayed on dashboard screens. | | |
| P-31 | R | Dashboards and Widgets | The application must allow a central administrator to publish data to users' dashboards. | | |
| P-32 | R | Dashboards and Widgets | The application must allow for a user to customize their dashboard, which should include the placement of widgets, the format of the widget (data, pie chart, bar graph, etc), and the content available on the dashboard. | | |

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|--------------------|---|---|--|---|---|
| P-33 | R | Dashboards and Widgets | The application must provide a means for a central user to “lock” content on dashboards, as so that an end user cannot remove the information. | | |
| P-34 | R | Dashboards and Widgets | The application must store all user preferences for their dashboard and retain the settings across log-ins. | | |
| P-35 | R | Canned Reports | Provide canned reports to meet the District requirements during the requirements gathering phases for each release. | | |
| P-36 | R | NCES Handbook Online Domain Summary Level Reports | Provide summary level reports for all domains that contain data within the data warehouse. | | |

APPENDIX Q- ENROLLMENT REPORTS

The following are the Enrollment Reports (§C.5.12) requirements:

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|----------------------------|---|---|---|
| ER-1 | R | General | The reports must adhere to the portal requirements outlined in this document. | | |
| ER-2 | R | Summary Enrollment Reports | The summary enrollment reports must show active enrollments for the State, each LEA, and each school. | | |
| ER-3 | R | Summary Enrollment Reports | The summary enrollment reports must provide a method by which a user can navigate between the State, an LEA, and a school in a manner consistent with other navigation mechanisms used throughout the site. | | |
| ER-4 | R | Summary Enrollment Reports | The summary enrollment reports must allow a user to view counts by each racial or ethnic category for each organizational level. | | |
| ER-5 | R | Summary Enrollment Reports | The summary enrollment reports must allow a user to view counts by each gender category for each organizational level. | | |
| ER-6 | R | Summary Enrollment Reports | The summary enrollment reports must allow a user to view counts by each grade category for each organizational level. | | |

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|--------------------|--|----------------------------|---|---|---|
| ER-7 | R | Summary Enrollment Reports | The summary enrollment reports must allow a user to view counts by each program category for each organizational level. | | |
| ER-8 | R | Summary Enrollment Reports | Each report must be designed to combine the relevant data (organizational level, demographics, enrollment) into the reports. | | |
| ER-9 | R | Summary Enrollment Reports | The summary enrollment reports must allow a user to view counts for a specific date. The date selection must take into account the enrollment status and dual enrollment situations to accurately report these figures. | | |
| ER-10 | R | Summary Enrollment Reports | The reports must provide totals for each report view. | | |
| ER-11 | R | Summary Enrollment Reports | Each report group label must provide drill-down capabilities. | | |
| ER-12 | R | Summary Enrollment Reports | Each report must allow a user to switch organization or report type without requiring a reset of the data. | | |
| ER-13 | R | Summary Enrollment Reports | All totals data must provide drill-down capabilities. | | |

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|--------------------|---|-----------------------------|---|---|---|
| ER-14 | R | Summary Enrollment Reports | The public view summary enrollment counts must comply with FERPA and minimum totals of 10 students or otherwise mask the available data in such a manner that individual counts cannot be inferred from the available data. | | |
| ER-15 | R | Summary Enrollment Reports | Private, secure views of the summary enrollment reports must not restrict the data based on group size, as users must be authorized to access the private view of the data. | | |
| ER-16 | R | Summary Enrollment Reports | The summary reports should provide the data primarily as a data grid view and secondarily as a graphical representation (most applicable to the set of data). | | |
| ER-17 | R | Detailed Enrollment Reports | The detailed enrollment reports must provide student level data to end-users. | | |
| ER-18 | R | Detailed Enrollment Reports | The detailed enrollment reports must only be available on the private, secure site. | | |
| ER-19 | R | Detailed Enrollment Reports | The summary reports must provide an authorized user the ability to link to the detailed reports. Not all secure users will have access to the student level data. | | |

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|--------------------|---|-----------------------------|--|--|---|
| ER-20 | R | Detailed Enrollment Reports | The detailed reports must provide all data elements relevant to OSSE’s annual enrollment audit. The data elements are: <ul style="list-style-type: none"> • USiI • First Name • Middle Name • Last Name/ Surname • Race/ Ethnicity • Sex • Date of Birth • Grade Level • Cohort Year • English Proficiency • Program Eligibility Indicator • School Year • Enrollment Status • Home Room for Enrollment • DC Residency Status | 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | |
| ER-21 | R | Detailed Enrollment Reports | The detailed enrollment reports must provide summary totals for the selected organizational level on the screen. | | |
| ER-22 | R | Detailed Enrollment Reports | The detailed enrollment reports must be able to be viewed for a specific date and take into account the enrollment status of each student for the selected date and any dual enrollment situations. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|--|-----------------------------|---|---|---|
| ER-23 | R | Detailed Enrollment Reports | The detailed enrollments reports must provide similar, if not identical navigation elements (drop-down menus or other selectors) to the summary enrollment reports. | | |

APPENDIX R- FEDERAL AND STATE REPORTING

The following are the Federal and State Reporting (§C.13) requirements:

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|----------|--|---|---|
| FSR-1 | R | Federal | Provide the ability to generate all of the following Federal reports at least three months prior to OSSE data collection cycle: EDFacts, CSPR reports, ESEA reports. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|----------|---|---|---|
| FSR-2 | R | Federal | <p>Provide the capability to customize the system to generate other reports as determined during requirements phase.</p> <p>Examples of such reports includes, but is not limited to: Annual Enrollment Audit report, NCEA Budget report, Highly Qualified Teachers and Paraprofessionals report, Special Education 618 and Special Conditions reports, Administration of Children and Families (ACF) reports such as ACF-800, ACF-801 etc., Annual Performance reports, Guns Free School Act report, Food Nutrition Service (FNS) reports, State Charter School Facilities Incentive report, SEA Annual HQT Report Card, State Performance Plan report, Persistently Dangerous Schools report, HeadStart Higher Education Financial Services reports, Annual Civil Rights reports, Census reports etc.</p> | | |
| FSR-3 | R | General | <p>Provide the capability to create reporting calendars, alerts, and executive/management level report submission summaries.</p> | | |
| FSR-4 | R | General | <p>Provide the capability to allow each LEA/School to view their reporting calendar, report due date alerts, report submission summary and statuses.</p> | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|----------|---|---|---|
| FSR-5 | R | General | Provide screens to allow authorized users to generate and save federal and state reports for audit trail purposes. | | |
| FSR-6 | R | General | Allow only authorized users to view historical data. | | |
| FSR-7 | R | General | The presentation layer shall allow authorized users to share federal and state reports. | | |
| FSR-8 | R | General | The report name, report generation/selection criteria (if available), and date/time report was generated must be displayed in the presentation screens. | | |
| FSR-9 | R | General | Provide the capability to output reports into XML, fixed delimited, comma delimited formats for the purpose of integrating with EDEN and other federal file submission systems as determined during requirements phase. | | |
| FSR-10 | R | General | Allow bi-directional transfer of data from the OSSE ED Facts data collection tool. | | |
| FSR-11 | R | General | Access to certain federal and state reports must be limited based on the users role, profile, access level, or other security model configurations. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|---------------------|---|---|---|
| FSR-12 | R | Manage Organization | Provide the capability to export data into XML, fixed delimited, comma delimited formats for the purpose of integrating with SLED and/or EDEN file submissions. | | |
| FSR-13 | R | Federal | Provide the capability to allow authorized OSSE users to certify EDFacts reports prior to integrating with EDEN File submission system. | | |
| FSR-14 | R | General | Provide system that allows secure transfer and loading of aggregated and disaggregated data from LEAs/Schools. | | |
| FSR-15 | R | General | Allow bi-directional transfer of data from the OSSE EDFacts data collection tool to SLED. | | |
| FSR-16 | R | General | Provide custom reports that would alert users of significant changes in federal report counts from year to year. | | |
| FSR-17 | R | Pre-Slugging Report | Provide pre-slugging file/report to be downloaded from SLED for the DC CAS Assessment and other tests as needed. | | |

APPENDIX S- DECISION SUPPORT SOFTWARE

The following are the Decision Support Software (§C.14) requirements:

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|--|--------------------|--|---|---|
| DS-1 | R | Core Functionality | The solution must provide a user-friendly custom reporting tool to allow users to create reports based on various data elements within the data warehouse. | | |
| DS-2 | R | Core Functionality | Provide a system that possesses ad hoc decision support tools that allow users to manipulate variables in the SLED System to conduct in depth analysis (ie. A cube). This information shall be presented in user-friendly formats. | | |
| DS-3 | R | Core Functionality | Provide a system that creates graphical representations of data in a wide variety of styles and graphical formats, such as pie chart, bar charts, line graphs, etc. | | |
| DS-4 | R | Core Functionality | The system must allow a user to determine the type of output of the data. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|--------------------|--|---|---|
| DS-5 | R | Core Functionality | Provide a download and/or print feature that allows users to extract data or graphical representations of data into Microsoft Excel and Adobe PDF formats, at a minimum. Additional commonly used formats also are desired. | | |
| DS-6 | D | Core Functionality | Ability to do cohort analysis, longitudinal analysis, regression, correlation, value added assessment. Conducting this more sophisticated analysis will require the storage and processing capacity to manage extensive amounts of data. | | |
| DS-7 | R | Core Functionality | The system must allow a user to select from all available data elements from the data warehouse, cube, and/or reporting layer, tied to user access levels and permissions per the security requirements. | | |
| DS-8 | R | Core Functionality | The system must allow new elements to be viewed and reported against with no additional customization needed to the tool. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|--------------------|--|---|---|
| DS-9 | R | Core Functionality | Provide field options that are conditional and shall present only valid choices. | | |
| DS-10 | R | Core Functionality | Provide on-screen, context-sensitive help. | | |
| DS-11 | R | Core Functionality | Provide pick lists, radio buttons, check boxes, number dials, calendars, and other alternatives in addition to direct data entry must be used whenever possible. | | |
| DS-12 | R | Reports | Provide the capability to save and name ad hoc reports. | | |
| DS-13 | R | Reports | Provide the capability to publish or share reports with other users and user groups, adhering to the security requirements. | | |
| DS-14 | R | Reports | Provide the capability to mask data sets based on FEPRAs guidelines and user access rights. | | |
| DS-15 | R | Reports | Must integrate with language translation tools, preferable those that which are already available through the existing DC enterprise architecture. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|-----------|--|---|---|
| DS-16 | R | Reports | Provide drill-down and roll-up features that allow educators to see the data at different levels of detail based upon their user role and security. | | |
| DS-17 | R | Reports | Provide the capability to analyze and examine longitudinal data at the student, classroom, school and state level for relationships and patterns | | |
| DS-18 | R | Technical | Provide a system that is design – consistent with standards among all user screens. | | |
| DS-19 | R | Technical | Provide a system that includes the ability to accommodate DC Government “Branding” onto screens, web pages, reports, and documents to include logos, banners and other representative items. | | |
| DS-20 | R | Technical | Provide a system that uses keyboard and standard pointing devices on all screens. | | |
| DS-21 | R | Technical | Provide a decision support software tool set that is nonproprietary, web browser-based, and operating system independent. | | |

| REQUIREMENT NUMBER | DESIGNATION R = REQUIRED OR D = DESIRABLE | CATEGORY | REQUIREMENT The Contractor Shall: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|-----------|--|---|---|
| DS-22 | R | Technical | The system must not require users to have additional tools or software unless the Contractor provides free access to those tools for download by users. | | |
| DS-23 | R | Technical | All features and functions must be compatible in the latest three versions of Internet Explorer, Firefox, and Safari, at a minimum. Other web browser compatibility is desired. Provide a system that is kept up-to-date, remains backward compatible, as new browser versions are released. | | |
| DS-24 | R | Technical | Provide the ability to add user types and roles. | | |
| DS-25 | R | Reports | Provide the ability to do adhoc reporting of summary level reports for all domains that contain data within the data warehouse. | | |

APPENDIX T- SYSTEM SECURITY & SECURITY PLAN

The following are the System Security & Security Plan (§C.5.19) requirements:

| Requirement Number | DESIGNATION R = REQUIRED OR D = DESIRABLE | Category | Requirement The Contractor shall provide a solution that provides: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|---|----------------|---|---|---|
| S-1 | R | Audit | Auditing and transaction logging facilities | | |
| S-2 | R | Authentication | Strong authentication throughout all components. | | |
| S-3 | R | Authentication | System wide user security and authentication through open standards such as LDAP and/or Active Directory. | | |
| S-4 | R | Authentication | Single sign-on for all integrated components. | | |
| S-5 | R | Authentication | Ability to set a timeout and terminate session limit by type of user. | | |
| S-6 | R | Users | A security model that supports all of the users and roles as defined in the User Community section of this RFP and have the ability to modify and add user roles | | |
| S-7 | R | Compliance | Compliance with OCTO policies, guidelines, and procedures documented at: http://octo.dc.gov/octo/cwp/view,a,1302.q,579820,octoNav,%7C32782%7C.asp | | |

| Requirement Number | DESIGNATION R = REQUIRED OR D = DESIRABLE | Category | Requirement The Contractor shall provide a solution that provides: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|--|-----------------------|---|---|---|
| S-8 | R | Compliance | Compliance with state and federal law statutes (especially FERPA and HIPPA) that protect the confidentiality of student, staff and user information | | |
| S-9 | R | Connection Monitoring | Connection monitoring | | |
| S-10 | R | Data | Data integrity checks | | |
| S-11 | R | Data | Data element level protection in all tiers: integration, database, reporting | | |
| S-12 | R | Encryption | Encrypted connections (specify level of encryption) | | |
| S-13 | R | Field Level | Field level encryption | | |
| S-14 | R | Role-Base | Role-based security at the data element level for users | | |

APPENDIX U- OPERATIONS/CAPACITY

The following are the Operations/Capacity (§C.5.20.2) requirements:

| Requirement Number | DESIGNATION R = REQUIRED OR D = DESIRABLE | Category | Requirement The Contractor shall provide a solution that: | CONTRACTOR RESPONSE 1 = COMMERCIAL-OFF-THE-SHELF (COTS) 2 = COTS WITH CONFIGURATION CHANGES 3 = COTS WITH MINOR CUSTOMIZATION 4 = COTS WITH MAJOR CUSTOMIZATION | COMMENTS (ENTER ANY COMMENTS AND IF 3 OR 4 ARE CHOSEN IN THE CONTRACTOR RESPONSE COLUMN EXPLAIN THE CUSTOMIZATIONS THAT WOULD BE NEEDED.) |
|--------------------|--|---------------|--|---|---|
| OC-1 | R | Peak Loads | Handles peak loads at reporting times (submission of fall enrollment, release of report cards or District test results) | | |
| OC-2 | R | Performance | Meets periods of excessive demand on short notice | | |
| OC-3 | R | Response Time | Provides an average response time of two seconds or less for users with adequate network connectivity, displaying a “Please Wait” or similar message when complex calculations require more processing time. | | |
| OC-4 | R | Reliability | Has a proven reliability rate greater than 99%. | | |
| OC-5 | R | Availability | Supports 24x7x52 accessibility to reports/data by Internet end-users | | |
| OC-6 | R | Data Loss | Handles power, server, and Internet interruptions without loss of system and data integrity. | | |
| OC-7 | R | Data Storage | Stores a minimum of 21 years of student data and facilities information. | | |

| | | | | | |
|------|---|--------------|---|--|--|
| OC-8 | R | Data Storage | Supports storage needs of approximately 75,000 students per year in DC. A growth factor of 3% per year shall be used to project capacity. | | |
|------|---|--------------|---|--|--|