

**DETERMINATION AND  
FINDING FOR A SOURCE  
PROCUREMENT**

**AGENCY:** District of Columbia Public Schools ODSS/Division of Information Technology  
**CAPTION:** Consultation Services for SEC USAC Program  
**CONTRACTOR:** Funds for Learning, LLC

**FINDINGS**

**AUTHORIZATION:**

D.C. Code 2-354.04 and 27 DCMR, Section 1304 and 1702.

**MINIMUM NEED:**

The DCPS Office of Resource Strategy, Contracts & Acquisitions Division, on behalf of the Office of Data Systems and Strategy, has an immediate need to procure and employ the Universal Service Program (also known as E-rate) consultation services from the Contractor, Funds for Learning, LLC based on the submitted Form 470/471 inspring of 2020 for FY21. These services aim to assist DCPS with seeking and securing the maximum E-rate eligible discounts while maintaining (documenting) DCPS compliance with federal regulations from October 1, 2021, through March 31, 2022.

**ESTIMATED COST:**

The estimated cost is \$66,924.24 for the proposed period of performance (Date of Award – March 31, 2022)

**FACTS THAT JUSTIFY A SOLE SOURCE PROCUREMENT:**

The Office of Data Systems and Strategy (ODSS) recommends the services of Funds for Learning, LLC (FFL) for the required services to ensure continuity in services overseeing NFF's submissions. FFL was the Contractor of record for DCPS in March 2021 when the current Form 470/471, the Federal Communications Commission's (FCC) Universal Service Administrative Company USAC program, has them recorded as the Contractor for the agency for the year.

DCPS seeks consultation services that:

1. Successfully navigate the E-Rate program (<http://www.universalservice.org/sl/>);
2. Provide specific experience with the submission and application process; as well as experience providing supporting documentation for the Form 470/471

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470/471 completed by FFL on behalf of DCPS. The amount of time necessary to complete the services between other vendors will not provide DCPS with the continuity of services necessary to maximize the funding benefit it has maintained for the past eight consecutive years.

**The Proposed Vendor's Unique Qualifications:**

FFL was founded in 1997 and is a national professional services firm that focuses on E-rate management and compliance support. FFL's only mission is to help E-rate stakeholders. FFL provides various levels of assistance to E-rate applicants and service providers in all 50 states. In 2014, FFL clients submitted funding applications representing 6.1 million students at over 11,000 sites. FFL has over 700 custom2 Tw [tD5i3(t)-2 (i)- (o)-4 1)-4 1es usppt th4 (in)2 ( )-2 (ar)5 (t)5 (t )-2 (ar)5 (m )-4 (i th4 (in)14