

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

1. **Authorization:**

- DC Official Code §2-303.05 (a)(1)
- 27 DCMR §1702

2. **Minimum Need:**

The Office of the People's Counsel Requests the services of the Ivy Planning Group to continue its assessment of staff and to conduct teambuilding exercise for the Office of the People's Counsel. This is a continuation of services from Ivy's FY2013 contract for conducting a cultural assessment of the Office of the People's Counsel.

3. **Estimated Fair and Reasonable Price:**

\$16,000

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

- A. The Office of the People's Counsel "OPC" is an independent agency of the District of Columbia government. By law, it is the advocate for consumers of natural gas, electric and telephone services in the District. District of Columbia law designates the Office as a party to all utility-related proceedings before the Public Service Commission. The Office also represents the interests of District ratepayers before federal regulatory agencies. The Office is authorized to investigate the operation and valuation of utility companies independently of any pending proceedings.

As mentioned, this contract will be a continuation of services that were provided in FY2013 and continue into FY14. Due to the timing of awarding the original contract, Ivy was not able to complete any of the teambuilding exercises of the original proposal. In addition, another teambuilding exercise has been included to include the Consumer Services Division. The Office would like to use the services of the Ivy Planning Group to complete the teambuilding exercises referenced in the original proposal.

B. It is for the reasons outlined herein that it is recommended that a sole source contract be awarded to the Ivy Planning Group.

5. **Certification by the Office of the People’s Counsel:**

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

Frank Scott
Administrative Officer

Date

DETERMINATION

Based on the above findings and in accordance with the District of Columbia procurement regulations, DC Official Code §2-303.05 (a) (1); 27 DCMR §1702, I hereby determine that the award of a sole source contract for the services described herein is in the best interest of the Office of the People’s Counsel.

Sandra Mattavous-Frye
People’s Counsel

Date

District of Columbia Procurement Practices Act of 1985 (PPA) (DC Law-6-85; DC Official Code 2-303.03)