

**DETERMINATION AND FINDINGS  
FOR  
SOLE SOURCE PROCUREMENT**

1. **Authorization**

DC Law: 34-804  
DC Law: 34-801  
15 DCMR: §3700

2. **Minimum Need:**

The Office of the People's Counsel (OPC) requests the services of Rivendell International Inc., to provide consulting support to the agency's Communications section for Website hosting and technical development.

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

\$33,096

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.
- B. Rivendell International Inc. is a District of Columbia based CBE consulting firm providing media consultation, website services, electronic media strategy, contact data analysis and third-party coordination.
- C. Rivendell International Inc. has provided consultation services including, but not limited to, photography, website development, website hosting, website technical support, back-office process training and general administrative support in connection with OPC's website.
- D. Rivendell International Inc. has institutional knowledge of OPC's website structure, mandatory prerequisites, and data integration requirements.
- E. It is for the reasons outlined herein that it is recommended that a sole source contract be awarded to Rivendell International Inc.

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

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

Cherry Belle  
Cherry Belle  
Contracting Officer

10/30/2023  
Date

**DETERMINATION**

Based on the above findings and in accordance with the District of Columbia procurement regulations: *DC Law: 34-804; DC Law: 34-801; and 15 DCMR §3700*, 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

Michael Smalls  
Michael Smalls  
Chief Operating Officer

10/30/2023  
Date

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i Procurement authority is vested in the Commission pursuant to § 13(c)(2) of the Residential Real Property Seller Disclosure, Funeral Service Date Change, and Public Service Commission Independent Procurement Authority Act of 1998 (D.C. Law 12-263). The Commission is statutorily exempt from the D.C. procurement rules as set forth in D.C. Official Code §1-1181 et seq.

DC Law: 34-804, hereby established within the Public Service Commission of the District of Columbia, has established by DC Law: 34-801, an office to be known as the "Office of the People's Counsel". The office shall be a party, as of right, in any investigation, valuation, revaluation, or proceeding of any by nature by the Public Service Commission of or concerning a public utility operating in the District of Columbia.

15 DCMR §3700: Public Utilities and Cable Television- Public Service Commission Rules of Practice and Procedure.