**DETERMINATION AND FINDINGS**

**FOR**

**SOLE SOURCE PROCUREMENT**

1. **Authorization[[1]](#endnote-1)**

* D.C. Code § 34-801
* D.C. Code § 34-804
* 15 D.C.M.R. § 3700

2. **Minimum Need**

The Office of the People’s Counsel for the District of Columbia (“OPC” or “Office”) requests the services of Burness team, in collaboration with the Center for Climate Change Communication, who has experience working and developing comprehensive training workshops to talk about climate change.

3. **Estimated Fair and Reasonable Price**

The total contract not–to–exceed price is **$10,000**.

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

A. The Office of the People’s Counsel for the District of Columbia 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. Burness will provide aS four-hour workshop training to advise and build OPC staff with group discussion, exercises and short presentations about public understanding and perceptions of climate change will drive this session, as well as practical strategies to integrate climate conversations into OPC staff work.

The learning objectives covered in this procurement will include:

* Participants will leave with greater comfort integrating climate change into their work to help audiences see that climate change is an issue on their radar and impacts what they care about;
* Practice and refine basic messages that connect climate change into the conversations that community outreach staff are already having.

C. It is for the reasons outlined herein that it is recommended that a sole source contract be exclusively awarded to Burness.

5. **Certification by the Contracting Officer**

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

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Alicia Smith Date

Contracting Officer

**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.

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Michael Smalls Date

Chief Operating Officer

1. Procurement authority is vested in the Commission pursuant to § 13(c) (2) of the Residential Real Property Seller Disclosure, Funeral Services Date Charge, 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.

D.C. Code § 34-804, hereby established within the Public Service Commission of the District of Columbia, as established by D.C. Code § 34-801, as 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 nature by the Public Service Commission of or concerning a public utility operating in the District of Columbia.

15 D.C.M.R. § 3700: Public Utilities and Cable Television – Public Service Commission Rules of Practice and Procedure. [↑](#endnote-ref-1)