

**DETERMINATION AND FINDINGS
FOR
SOLE SOURCE PROCUREMENT**

1. **Authorizationⁱ**

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

2. **Minimum Need:**

The Office of the People’s Counsel requests the services of Strategic Educational Consulting, LLC to develop an Emergency Plan for the People’s Counsel that meet the requirements established by the DC Office of Risk Management (ORM) and guidelines prescribed by the DC Homeland Security and Emergency Management Agency (HSEMA).

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

\$13,640.00

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. SEDC, LLC provides expert consulting and training services to Federal, State and local government agencies and their private sector clients. Specifically, SEDC, LLC brings emergency evacuation plan development expertise and offers superior training services to enhance the preparedness of residents, corporate staff, agencies, and organizations. SEDC, LLC also possesses experience in smoke and fire safety planning and EMS procedures with specialized capabilities for creating contingency plans that are fully inclusive of and account for the safe and rapid evacuation of people with disabilities and other functional needs.

SEDC, LLC is well versed in the development of Emergency Plans for multi-use building and buildings housing agencies that are vital to the residents of the District. SEDC, LLC is well versed on the requirements enumerated in the 2012 International Fire Code for building emergency evacuation plans and HSEMA guidance to district agencies for creating emergency plans that meet include bomb threats, suspicious packages, medical emergencies and active shooter situations.

C. It is for the reasons outlined herein that it is recommended that a sole source contract be awarded to Strategic Educational Consulting, LLC.

5. **Certification by the Contracting Officer:**

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

Frank G. Scott, Jr.
Contracting Officer

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.

Sandra Mattavous-Frye
People’s Counsel

Date

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