

**DETERMINATION AND FINDINGS**  
**FOR**  
**SOLE SOURCE PROCUREMENT**

**Agency:** District Department of the Environment

**Contractor:** Clean Energy States Alliance

**RQ Number:** RQ753265

**Caption:** KG0-CESARENEWAL-FY-12

**Findings**

**1. Authorization**

D.C. Official Code § 2-303.05(a)(1), 27 DCMR1702.3

**2. Minimum Need**

The District Department of the Environment (DDOE) seeks to renew their membership with the Clean Energy States Alliance (CESA), a not for profit corporation. The Clean Energy States Alliance was created to expand funding opportunities to increase the use of renewable energy technologies, to reduce environmental pollution, to promote regional information sharing, and to support joint initiatives to accelerate the expansion of renewable and clean energy markets across the US. This is accomplished by pooling the funds from the various member states and municipalities.

**3. Estimated Reasonable Cost**

The estimated reasonable cost is \$10,000.00. This estimate is reasonable when compared to the published price list in Appendix B, attached to the Memorandum of Understanding between CESA and the member states and municipalities (see Appendix B attached). According to Appendix B, the Department of the Environment's Energy Office is the sixth group of organizations, which have annual budgets of less than \$1 million. This means the organizations are assessed a base \$10,000 membership fee plus cumulative cost increases from the initial membership year. The other members of Group 6 paying similar fees (between \$10,000 and \$10,300) include:

- A.) TRF Sustainable Development Fund (\$10,000)
- B.) Colorado Governor's Energy Office (\$10,300)
- C.) New Hampshire Public Utilities Commission (\$10,000)

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

The Clean Energy States Alliance (CESA) is the sole source provides of the membership benefits sought by DDOE. CESA manages the only alliance of US based, public clean energy funds (currently sourced from 18 states). The District Department of the Environment seeks to renew its membership to the Clean Energy States Alliance (CESA) in order to obtain support for the following:

- A.) Solutions to common clean energy deployment problems,
- B.) Greater access to information sharing among CESA members, and
- C.) CESA's consultation on programmatic designs with DDOE in support of it's mission to facilitate cleaner air and water, green DC's neighborhoods and building space, and assist with the management of hazardous and toxic waster disposal. (additional membership benefit information is included in the CESA Annual Work Plan)

**5. Certification of Agency Head:**

I hereby certify that the above findings are correct and complete to the best of my knowledge.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Christophe A.G. Tulou  
Director

**6. Certification by Contracting Officer:**

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited statutory authority. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Robyn N. Johnson  
Contracting Officer

**DERMINATION**

Based upon the findings above, in accordance with D.C. Official Code § 2-303.05(a)(3) and Section 109 of PL 109-155, I hereby determine that the subject requirement may be acquired using the sole source method of procurement. The Contracting Officer has certified that the sole source notice of Intent to Award a Sole Source Contract was posted on the OCP website and no valid responses were received regarding the posting (See attachment). It is further determined that the awards are in the best interest of the Government of the District of Columbia.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Courtney Lattimore  
Commodity Manager