

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

CONTRACT NO: RQ986701

CAPTION: Climate Corp Fellowship

PROPOSED CONTRACTOR: Environmental Defense Fund (EDF)

PROGRAM AGENCY: Department of Energy & Environment (DOEE)

FINDINGS

1. AUTHORIZATION:

D.C. Official Code §2-354.04, 27 DCMR 1304, 1700 and 1701

2. MINIMUM NEED:

In February 2018, the Department of Energy & Environment (DOEE) applied for and was selected through a competitive process to serve as a host organization for the Environmental Defense Fund (EDF) Climate Corp Fellowship program to support work on climate change and green building. The EDF Climate Corps is a competitive fellowship program through which EDF recruits and trains top graduate students and then places them in leading organizations to provide expert hands-on support for energy and climate change initiatives. Specifically, DOEE is seeking the support of an EDF fellow to conduct research and analysis to support initial planning for how the District can achieve carbon neutrality. Specific research needs include identifying potential clean energy and green building policies to help the District achieve its long-term greenhouse gas reduction goals.

The fellow would provide to DOEE the following:

- Assess the District's current climate and energy plans for compliance with 1.5 degree compliant planning frameworks.
- Research plans for leading global cities to identify additional green building, climate, and energy strategies.
- Estimate the potential greenhouse gas emission reductions and co-benefits of priority strategies using the Environmental Defense Fund's assessment tools.
- Support DOEE's participation in the C40 Deadline 2020 program by responding to information requests.

3. ESTIMATED REASONABLE PRICE: \$22,400.00

The estimated fair and reasonable cost to provide the services is \$22,400. The cost of participation in the EDF Climate Corp Fellowship is \$22,400, which includes a stipend for the fellow to be paid by EDF, travel, training, recruitment and associated overhead costs. Because the EDF fellowship program is the premier climate and energy fellowship program, it is highly

competitive and attracts top graduate students from across the United States. There are no truly comparative products or fellowship programs. Therefore, relative to procuring a study through a contract or grant award, \$22,400 is a reasonable cost.

4. FACTS THAT JUSTIFY SOLE SOURCE PROCUREMENT:

- A. The District of Columbia applied for and was selected through a competitive process as a host organization for the EDF Climate Corp Fellowship program.
- B. No existing fellowship program provides the same level of staff and technical support. There is no other similar effort as comprehensive underway.
- C. EDF is a preeminent environmental and energy policy organization with expertise in energy efficiency, green building, and climate change.
- D. As a Climate Corp Host Organization, the District of Columbia will have access to the technical support and expertise of EDF's 400 staff and their network of 300 host organizations which enables the sharing of best practices across industry experts.

Given the aforementioned reasons, DOEE believes a sole source contract with EDF would be the most prudent method for completing the services required under the contract.

MARKET RESEARCH

Participating in the EDF Climate Corps Fellowship program will provide hands-on training to the fellow and technical assistance to DOEE. The fellow will have access to a suite of tools and resources developed by the EDF Climate corps to identify energy saving opportunities and measure potential benefits. The most similar product or service available is to consider the comparable cost of procuring the same level of research and analysis through a contract for technical services. Based on past grants awarded by DOEE, the minimal cost of that would start at \$50,000. Retaining an EDF fellow will result in an overall cost-savings for the District of approximately 55 percent.

5. CERTIFICATION BY AGENCY HEAD:

I hereby certify that the above findings are true, correct and complete.

Date

Tommy Wells
Acting Director
District Department of the Environment

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 authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR § 1304 and that **no response** was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Date

Robyn N. Randolph
Agency Contracting Officer
District Department of the Environment

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

George A. Schutter III
Chief Procurement Officer
Office of Contracting & Procurement

