

**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 requests the services of Legal Technology Solutions, LLC to provide support and training for Time Matters® by Lexis Nexis, Inc.

3. Estimated Fair and Reasonable Price:

\$7,500

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. Legal Technology Solutions, LLC will provide support, guidance, and training to the office's core case, document, docket, and image management system – Time Matters® by Lexis Nexis, Inc. Legal Technology Solutions installed Lexis Time Matters for the agency and has maintain it for the last 3 years. Legal Technology Solutions has provided OPC, over the years, the ability to move seamlessly from one upgrade to another. Legal Technology Solutions is well-equipped to provide the solution we need. They are familiar with our system and have the knowledge and experience to effectively design our software upgrade.
- C. It is for the reasons outlined herein that it is recommended that a sole source contract be awarded to Legal Technology Solutions, LLC.

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

Thereby 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

¶ 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.