

# **DEPARTMENT OF VETERANS AFFAIRS**

## **Justification and Approval**

### **For**

### **Other Than Full and Open Competition**

**1. Contracting Activity:**

Department of Veterans Affairs  
Program Contracting Activity Central (PCAC)  
6150 Oak Tree Blvd. Suite 300  
Independence, Ohio 44131

**2. Nature and/or Description of the Action Being Processed:**

The Department of Veterans Affairs Program Contracting Activity Central (VA-PCAC) intends to execute a Service Disabled Veteran Owned Small Business (SDVOSB) Direct award in accordance with VAAR 819.7007 with Evoke Research and Consulting for the procurement of Program Management Support services in support of the Veterans Health Administration (VHA) Access and Clinic Administration Program (ACAP) Office (10NA12). This is a new contract and will be firm fixed price.

**3. Description of Supplies/Services Required to Meet the Agency's Needs:**

a) **Description of Services:** The purpose of this requirement is to provide PMO services to the ACAP Office and various stakeholder groups; to support the Access and Clinic Administration Program and Scheduling Program Governance Body. The scope includes integration of ACAP work streams, OI&T, other VHA Central and Field Offices; support functions associated with the stand up and execution of the Scheduling Governance Body; as well as, integration and execution of long-term Leading Access and Scheduling Initiative (LASI) requirements.

b) **Estimated Dollar Value:** \$3,000,000

c) **Period of Performance:** One base (1) year with a one year option period.

**4. Statutory Authority Permitting Other than Full and Open Competition:**

38 U.S.C. § 8127(c), Veterans First Contracting Program, as implemented by FAR 6.302-5, Authorized or required by statute.

( ) (1) Only One Responsible Source and No Other Supplies or Services Will Satisfy Agency Requirements per FAR 6.302-1;

- ( ) (2) Unusual and Compelling Urgency per FAR 6.302-2;
- ( ) (3) Industrial Mobilization, Engineering, Developmental or Research Capability or Expert Services per FAR 6.302-3;
- ( ) (4) International Agreement per FAR 6.302-4
- ( X ) (5) Authorized or Required by Statute 38 U.S.C. § 8127(c), Veterans First Contracting Program
- ( ) (6) National Security per FAR 6.302-6;
- ( ) (7) Public Interest per FAR 6.302-7;

**5. Demonstration that the Contractor's Unique Qualifications or Nature of the Acquisition Requires the Use of the Authority Cited Above (applicability of authority):**

Evoke Research and Consulting has the experience and expertise to provide the required services. This SDVOSB provided several proven instances of successful past performance that are directly relevant to the scope of this effort. Securing Evoke Research and Consulting to provide the work under this contract will successfully allow the newly formed ACAP office to define, standardize, and coordinate system-wide administrative clinic operations and management which has been mandated by law under the recently passed Veterans Access, Choice, and Accountability Act of 2014.

Further, as part of the authority to procure using the sole source method, under VAAR 819.7007(c), the Contracting Officer ensured Evoke Research and Consulting is currently verified as an SDVOSB concern in the VIP database and will re-verify they are in the database at award.

**6. Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:**

IAW VAAR § 819.7007 Sole source awards to service-disabled veteran-owned small business concerns. (b) "The contracting officer's determination whether to make a sole source award is a business decision wholly within the discretion of the contracting officer. A determination that only one SDVOSB concern is available to meet the requirement is not required."

A direct award under the Veterans First Contracting Program is the only available option for this requirement given the time constraints placed on the VA as the ACAP program office has been tasked to define, standardize, and coordinate system-wide administrative clinic operations and management which has been mandated by law under the recently passed Veterans Access, Choice, and Accountability Act of 2014. The contract must be in place by mid-September to assist the VA in complying with the law passed on Aug 07, 2014. The vendor selected is already experienced with a number of the programs which fall under ACAP such as Leading Access and Scheduling Initiative (LASI) and it is vitally important they be able to start working with no learning curve given the aggressive mandates in the aforementioned law. None of the other four (4) vendors reviewed by the Program office had this capability.

Consistent with the guidelines of the Veterans First Contracting Program, the proposed action described herein will be synopsized on the Federal Business Opportunities Page in accordance with FAR Part 5.

**7. Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable:**

No award shall be made until the Contracting Officer determines the price to the Government to be fair and reasonable. This determination will be based on a comparison of current contract pricing, the Independent Government Cost Estimate, other information made available, and the Evoke Research and Consulting proposal.

**8. Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted:**

Market research was completed to identify capable SDVOSBs by reviewing previous similar types of requirements for PMO support. It was determined that SDVOSBs existed that could support this type of work. Evoke Research and Consulting which is a CVE certified SDVOSB was determined to be the capable given the requirements of the program.

**9. Any Other Facts Supporting the Use of Other than Full and Open Competition:**

None

**10. Listing of Sources that Expressed, in Writing, an Interest in the Acquisition:**

Evoke Research and Consulting LLC  
671 North Glebe Rd, Suite 1600  
Arlington, VA 22203

**11. A Statement of the Actions, if any, the Agency May Take to Remove or Overcome any Barriers to Competition before Making subsequent acquisitions for the supplies or services required:**

The contracting and program office will continue to do market research to assist in identifying additional SDVOSBs and VOSBs that are capable of performing this work with the intent to pursue future awards as competitive.

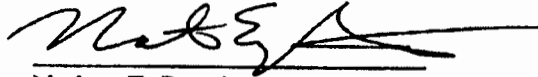
**12. Requirements Certification:** I certify that the requirement outlined in this justification is a Bona Fide Need of the Department of Veterans Affairs and that the supporting data under my cognizance, which are included in the justification, are accurate and complete to the best of my knowledge and belief.

\_\_\_\_\_  
Shane Walker  
Project Manager  
Office of Strategic Integration

\_\_\_\_\_  
Date

**13. Approvals in accordance with FAR 6.304**

- a. **Contracting Officer's Certification (required):** I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief.



Nathan E. Pennington  
Contracting Officer  
Program Contracting Activity Central

8-14-14

Date

- b. **NCM/PCM (Required \$3K and above):** I certify the justification meets requirements for other than full and open competition.

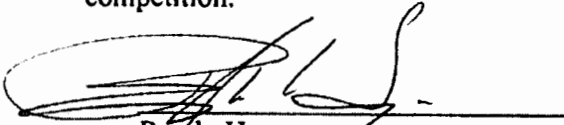


Richard Dahmen  
Director of Contracting  
Program Contracting Activity Central

8-14-14

Date

- c. **SAO (If over 650K):** I certify the justification meets requirements for other than full and open competition.

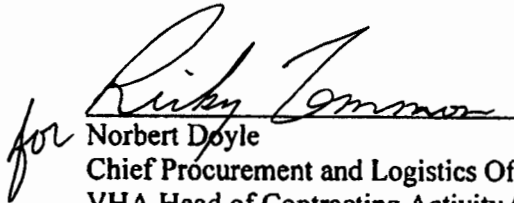


Randy Hays  
Acting Director  
Service Area Office, Central

14 Aug 14

Date

- d. **VHA HCA Review and Approval:** I have reviewed the foregoing justification and find it to be complete and accurate to the best of my knowledge and belief and recommend approval (if over \$12.5 million) or approve (\$650K to 12.5 million) for other than full and open competition.

for 

Norbert Doyle  
Chief Procurement and Logistics Officer  
VHA Head of Contracting Activity (HCA)

8-14-14

Date