

**JUSTIFICATION FOR SINGLE SOURCE AWARDS IAW FAR 13.106-1**  
(OVER MICRO-PURCHASE THRESHOLD(\$3K) BUT NOT EXCEEDING THE SAT (\$150K))

IAW [FAR13.104](#), COs must promote competition to the maximum extent practicable to obtain supplies and services from the source whose offer is the most advantageous to the Government, considering the administrative cost of the purchase. When competition is not practicable, IAW [FAR13.106-1\(b\)](#), COs solicit from a single source for purchases not exceeding the simplified acquisition threshold. COs may solicit from one source if the CO determines that the circumstances of the contract action deem only one source reasonably available (e.g., urgency, exclusive licensing agreements, brand-name or industrial mobilization). IAW [FAR13.106-3\(b\)\(3\)](#), COs are required to include additional statements **explaining the absence of competition** (see [13.106-1](#) for brand name purchases) if only one source is solicited and the acquisition does not exceed the simplified acquisition threshold (does not apply to an acquisition of utility services available from only one source) or supporting the award decision if other than price-related factors were considered in selecting the supplier. This template when completed can be used to document single source awards IAW [FAR13.106-3\(b\)\(3\)](#). Note: Statements such as "only known source" or "only source which can meet the required delivery date" are inadequate to support a sole source purchase.

**1. PURCHASE REQUEST OR REQUISITION NUMBER:**

VA Form 2237# 550-15-4-255-1117  
VA Acquisition Plan #: VA251-15-AP-6775

**1A. PROJECT/TASK  
NUMBER**

N/A

**1B. ESTIMATED AMOUNT:**

\$68,360.00

**2. BRIEF DESCRIPTION OF SUPPLIES OR SERVICES REQUIRED AND THE INTENDED USE:**

Contractor shall provide the VA Illiana Healthcare System Medical Center located at 1900 East Main Street, Danville, IL 61832-5100 auditing of general Veterans Equitable Resource Allocation (VERA) processes. Contractor shall also provide education services (training) on VERA auditing processes using facility data that has been reviewed by the contractor. Specifically, the Contractor shall conduct audits of inpatient and outpatient workload to ensure optimization of VERA funding model. Contractor shall audit outpatient coding in specified areas that adversely affect VERA classifications. Contractor shall review clinical documentation, ensure accuracy and specificity in documentation; assess accuracy and quality of electronic encounter forms specifically related to key VERA impact codes. Additionally, Contractor shall provide education seminar to coding staff on VERA program and coder impact, as well as systemic workflow tips.

**3. UNIQUE CHARACTERISTICS THAT LIMIT AVAILABILITY TO ONLY ONE SOURCE, WITH THE REASON NO OTHER SUPPLIES OR SERVICES CAN BE USED:**

The proposed contractor, Alvarez & Associates, LLC, 8251 Greensboro Drive, Suite 230, Tysons Corner, VA 22102 is a verified Service Disabled Veteran Owned Small Business (SDVOSB). Per VAAR 819.7007(b) the Contracting Officer is not required to determine that only one SDVOSB concern is available to meet the Government's requirement. Market research (see Section 5) indicated that only one (1) contractor has performed these services in the past for other networks within the Veterans Health Administration and has the experience to complete the services in a timely manner with actionable findings within a compressed time frame.

**4. REASON THAT SUGGESTED SOURCE IS THE ONLY SOURCE, WHICH CAN PROVIDE THE SUPPLIES OR SERVICES:**

Per VAAR 819.7007(b) the Contracting Officer is not required to determine that only one SDVOSB concern is available to meet the Government's requirement.

**5. DESCRIPTION OF MARKET RESEARCH CONDUCTED AND RESULTS OR STATEMENT WHY IT WAS NOT CONDUCTED:**

Per VAAR 819.7007(b) the Contracting Officer is not required to determine that only one SDVOSB concern is available to meet the Government's requirement and as a result, is not required to perform market research. Therefore, the Contracting Officer did not conduct formal market research (i.e.- sources sought).

However, in attempting to determine price fairness and reasonableness, the Contracting Officer was unable to find another contractor who has provided these services in the past to the VA. The proposed Contractor has provided these services successfully for both Veterans Integrated Service Network 11 (VISN 11), VISN 8 (San Juan), and the Nashville VA Medical Center. These actions were competed through the proposed Contractor's National Aeronautics & Space Administration (NASA) Solutions for Enterprise-Wide Procurement (SEWP) Government Wide Acquisition Contract (GWAC) NNG07DA46B. The Contracting Officer is not proceeding with a competitive action using the NASA SEWP GWAC as it is the Contracting Officer's determination as this acquisition is not for Information Technology (IT) products and services. Additionally, the VA's authorization under the Veterans Benefits, Health Care and Information Technology Act of 2006 does not apply to acquisitions which were awarded under FAR 16, which NASA's SEWP GWACs are included.

**6. Contracting Officer's Certification:** *Purchase is approved in accordance with FAR13.106-1(b). I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief.*

**Signature:**

**Name:** Jared Tritle

**Title:** Contracting Officer

**Facility:** Richard L Roudebush VA Medical Center