

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. ACQUISITION PLAN ACTION ID:

VA263-16-AP-2305

1A. PROJECT/TASK

No. N/A

1B. ESTIMATED AMOUNT:

\$145,000.00

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

Advisory Board annual membership

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

The Advisory Board Company is a company dedicated to executives and their staff to elevate hospital performance and patient care. With an extensive network of U.S. hospitals and many VHA entities, they provide the most up to date and reliable resources on best practices, clinical experts and supportive tools. They have strategic planning resources, plans, tool kits, and surveying tools that are included in the base membership fee. There is an on call expert support for all products. Proposed assessment and educational topics include enhancing the patient experience, health care reform education, minimizing care variation, nursing middle manager competencies and clinical transformation. Resources include executive and management member meetings, leadership team summits, national conference calls, in depth reports on emerging developments in health care, web-based tools, best practice library and online access to document warehouse.

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

The Advisory Board Company is the sole provider of best practice research and analysis to the healthcare industry through a membership model. Membership fees cover access to over 10,000 best practices and case studies, including more than 200 forecasting and decision support tools that are customizable. Members have immediate access to experts in the field with unlimited quantity. A combination of conference, strategic, consultative support, and operation best practice research available in on site and on demand fashion is unique in the healthcare delivery sector. Members have access to all past membership material and any future materials within the term. No other entity in the field offers a comparable suite of resources and services for a fixed yearly fee.

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

A literature review and internet search was conducted using the search terms health care research, consulting, benchmarking and nursing with no acceptable results. A search was also done on Advisory board competitors- noting top three of Accenture plc, Navigant Consulting, Inc., and Huron Consulting Group Inc. All of the competitors appear to be large consulting firms, with a broad financial focus across business.

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. Note: COs are required to make a determination of price reasonableness IAW FAR 13.106-3. See the [Commercial Supply and Service SOP for Price Reasonableness templates](#).*

Signature: _____

Date: 01/29/2016

Name: Don Gilbert

Title: Contracting Officer, NCO 23, Black Hills

Signature: _____

Date: 01/29/2016

Name: Jonathan L. Allen

Title: Services Branch Chief NCO 23, Black Hills