

DEPARTMENT OF VETERANS AFFAIRS

Justification for Single Source Awards IAW [FAR 13.106-1](#)  
For  
Over Micro-Purchase Threshold but Not Exceeding the SAT (\$250K)

Acquisition Plan Action ID: [VA261-18-AP-7747](#)

Purchase Request/2237 #: [662-18-3-851-0078](#)

1. **Contracting Activity:** Department of Veterans Affairs, VISN 21, Network Contract Office 21 for the San Francisco VA Medical Center.
2. **Brief Description of Supplies/ Services required and the intended use/Estimated Amount:**  
The San Francisco VA Medical Center intends to award a sole source Indefinite Delivery, Indefinite Quantity (IDIQ) contract to the University of San Francisco, Clinical & Translational Science Institute to provide a registered nurse to conduct medical evaluations, perform phlebotomy services, process samples for analysis and recruit for human subject research (Research Project CHR 13-1170 - Sex Differences in Fear Conditioning: Mechanisms of Risk and Resilience in PTSD). The base ordering period is June 1, 2018 through May 31, 2019 with four additional ordering periods through May 31, 2023. The maximum value/ceiling for this IDIQ will be set at \$100,000.
3. **Unique characteristics that limit availability to only one source, with the reason no other supplies or services can be used:**
  - a. This research project is funded under the VA's Merit Review Award Program
    - i. VHA Policy mandates that VA-funded research be performed in laboratory, clinical or office space within VA medical centers or VA-leased space except when off-site facilities provide unique research opportunities.
  - b. UCSF has major programs and departments located at the San Francisco VAMC campus, including the Clinical and Translational Science Institute (CTSI).
    - i. The CTSI is part of the research protocol approved by the Institutional Review Board for this research project.
    - ii. UCSF Federalwide Assurance (FWA) 00000280
4. **Description of market research conducted and results or statement why it was not conducted:**  
Acquisition history related to research support services was reviewed. The following VHA handbooks were also reviewed; VHA Handbook 1202.1 Merit Review Award Program, VHA Handbook 1200.16 Off-Site Research, VHA Handbook 1200.05, and lastly, 38 CFR Part 16 Protection of Human Subjects was reviewed.
5. **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. Prices will be determined to be fair and reasonableness will be conducted IAW FAR 13.106-3.

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Tracy Worrell, Contracting Officer