

Limited Source Justification

“Source Selection Information – see FAR 2.101 and 3.104”

1. Identification of the agency and contracting activity.

- a. **Federal agency and contracting activity.** HHS/NIH/NCI/PCPSB
- b. **Sponsoring organization.** National Cancer Institute – Office of the Director (NCI/OD)
- c. **Project Officer information.**
 - **Project Officer name:** Steven Cole
 - **E-mail address:** colesteve@mail.nih.gov
 - **Telephone number:** (609) 805-1008

2. Nature and/or description of the action being approved.

- a. **Acquisition purpose and objectives.** This acquisition is to provide support services to satisfy the overall operational objectives of the National Cancer Institute (NCI), Immediate Office of the Director (IOD). Services and deliverables will be provided through performance of support services. The scope of this work is to provide cancer-related scientific services, consultation, support and strategic guidance to the NCI and the NCI director on NCI scientific programs and research priorities.
- b. **Project background.** This requirement was previously added to an already in-place contract, which was BPA number HHSN261201700001B with Tai Pedro & Associates. The period of performance is from 9/18/2019 through 9/17/2022, and the total value of the services is \$1,000,784. No other subsequent awards were competed.

3. Description of the supplies or services required to meet the agency's needs (including the estimated value).

- a. **Project title.** Professional and Technical Support Services (PATSS) Subject Matter Expert Support to the National Cancer Institute (NCI) Office of the Director
- b. **Project description.** Please see the attached Statement of Work (Attachment 1)
 - **Requirement type.**
 - ☒ Support services (non-research & development).
 - ☐ Supplies/equipment
 - ☐ Information technology (IT)
 - ☐ Other (specify): _____

- **Type of action.**

- ☐ New requirement
- ☒ Follow-on
- ☐ Other (specify): _____

- **Proposed contract/order type.**

- ☐ Firm-fixed-price
- ☒ Time and materials
- ☐ Indefinite delivery (specify whether indefinite quantity, definite quantity, or requirements): _____
- ☐ Other (specify): _____

- **Acquisition identification number.** TBD

- c. **Total estimated dollar value and performance/delivery period.** The total estimated cost, inclusive of option 1, is \$706,846.88. The total period of performance is expected to be from 9/18/2022 to 9/17/2024.

4. Identification of the justification rationale [see 8.405-6(a) and (b)] and, if applicable, a demonstration of the proposed contractor's unique qualifications to provide the required supply or service.

a. Acquisition authority.

☒ This acquisition is conducted under the authority of the Multiple Award Schedule Program. In accordance with Federal Acquisition Regulation (FAR) 8.405-6(a), consideration of schedule contractors will be restricted to fewer than the number required at FAR 8.405-1, 8.405-2, 8.405-3 (i.e., fewer than three FSS contractors). FAR 8.405-6(a)(1)(i), for a proposed order or BPA with an estimated value exceeding the micro-purchase threshold not placed or established in accordance with the procedures in 8.405-1, 8.405-2, or 8.405-3, the only circumstances that may justify the action are-

☐ (A) An urgent and compelling need exists, and following the procedures would result in unacceptable delays;

☐ (B) Only one source is capable of providing the supplies or services required at the level of quality required because the supplies or services are unique or highly specialized;

☒ (C) In the interest of economy and efficiency, the new work is a logical follow-on to an original Federal Supply Schedule

order provided that the original order was placed in accordance with the applicable Federal Supply Schedule ordering procedures. The original order or BPA must not have been previously issued under sole-source or limited-sources procedures.

This is a logical follow-on to an original FSS order. It is in the interest of economy and efficiency and the new work is a logical follow on to an original Federal Supply Schedule order. The original order was placed under BPA Call number HHSN261201700001B/ 75N91019F00143 in accordance with the Federal Supply Schedule ordering procedures. The original BPA was not previously issued under sole-source or limited-sources procedures.

- ☐ **This acquisition is conducted under the authority of the Multiple Award Schedule Program. In accordance with FAR 8.405-6(b), consideration of schedule contractors will be restricted only to the item peculiar to one manufacturer. An item peculiar to one manufacturer can be a particular brand name, product, or a feature of a product, peculiar to one manufacturer. A brand name item, whether available on one or more schedule contracts, is an item peculiar to one manufacturer.**

N/A

- b. Demonstration of the proposed contractor(s) unique qualifications to provide the required supply or service.**

Name and address of the proposed contractor(s).

Tai Pedro & Associates, P.C.
1010 Wayne Avenue
Suite 550
Silver Spring, MD 20910

Nature of the acquisition and proposed contractor(s) unique qualifications.

This acquisition is for support services to provide expert cancer-related scientific services, consultation, support and strategic guidance to the National Cancer Institute (NCI) and the NCI Director on NCI scientific programs and research priorities. Tai Pedro & Associates have performed on these services, including other professional and technical support services for NCI.

- 5. Determination by the ordering activity Contracting Officer that the order represents the best value consistent with FAR 8.404(d).**

GSA has already determined the prices of the services under the proposed contractors FSS contract, including fixed hourly rates for services, to be fair and reasonable. Based on the aforementioned, there is no reason to believe that price will not be fair and reasonable to the Government. A final fair and reasonable price determination will be conducted prior to the award of this contract. Travel will be a component of this acquisition and so travel will be evaluated to determine that proposed costs are fair and reasonable. The evaluation of the proposed costs will be included in the file documentation.

6. Description of the market research conducted among schedule holders and the results, or a statement of the reasons market research was not conducted.

The CO had a discussion regarding the acquisition procedures with Michael Jordan, a Customer Service Director from GSA. Mr. Jordan assisted with the market research and stated that he has reviewed the SOW and based upon his understanding, it would be a best fit under the MAS SIN 541990 as well as 541611.

7. Any other facts supporting the justification.

This is a logical follow-on to an original FSS order (FAR 8.405-6(a)(1)(i)(C). There will be no unacceptable delays in fulfilling the agency's requirement and/or duplication of cost since this contract will be awarded after the previous award with Tai Pedro & Associates expires.

8. Statement of the actions, if any, the agency may take to remove or overcome any barriers that led to the restricted consideration before any subsequent acquisition for the supplies or services is made.

a. Removal of barriers to competition

NCI anticipates that these same services are likely to be needed in the future. In the event that additional services are required, the NCI program office and the and Contracting Officer will conduct market research to determine if there are other sources available that can provide the services required. There will also be an exploration of whether the requirement can be placed under an existing contract for professional, administrative, and technical staffing services, as well. Either of these measures will help to avoid continued limitation of sources for the requirement in the future. An award will only be made if it is shown that the anticipated cost to the Government is fair and reasonable.

b. Listing of sources, if any, that expressed an interest, in writing, in the acquisition.

Kiliuda Consulting, LLC has expressed interest, in writing, for this requirement. NCI reached out to Kiliuda as a potential contractor because they had recently been awarded a BPA for professional, administrative, and




technical staffing services to assist the NCI, under BPA number 75N91022A00001. However, Kiliuda is in the 8(a) program. The CO submitted an Offering Letter to the SBA for this requirement to be included in the 8(a) program, however the SBA declined the Offering Letter. Tai Pedro & Associates, was determined to be the best option going forward as they have already been working on this requirement under contract number HHSN261201700001B/75N91019F00143.

Kiliuda Consulting, LLC
 10621 Gateway Boulevard
 Suite 106
 Manassas, VA 201102
Heidi.landgraf@kiliuda.com

The communications with the requestor can be found as Attachment 2 and the disposition of the request is found as Attachment 3.

9. Program office certification.

This is to certify that the portions of this justification that have been developed by the undersigned program office personnel, including supporting information and/or data verifying the Government's minimum needs or requirements, or other rationale for limited sources, are accurate and complete.

Official	Name & Title	Signature	Date
Project Officer		Steven W. Cole -S  <small>Digitally signed by Steven W. Cole -S Date: 2022.08.11 10:27:29 -04'00'</small>	
Project Officer's Immediate Supervisor		Sean E. Hanlon -S  <small>Digitally signed by Sean E. Hanlon -S Date: 2022.08.11 10:36:03 -04'00'</small>	
Head of the Sponsoring Program Office	Dr. Doug Lowy		8.15.2022

10. Contracting Officer certification.

This is to certify that the justification for the proposed acquisition has been reviewed and that to the best of my knowledge and belief the information and/or data provided to support the rationale and recommendation for approval is accurate and complete.

Official	Name & Title	Signature	Date
Contracting Officer	Sara McLaurin		8/16/22

11. Chief of the Contracting Office and Head of the Contracting Activity signature(s).

Official	Name & Title	Signature	Date
Chief of the Contracting Office		N/A	
Head of the Contracting Activity		N/A	

12. Competition Advocate signature.

Official	Name & Title	Signature	Date
Competition Advocate		N/A	

13. HHS Senior Procurement Executive signature.

Official	Name & Title	Signature	Date
HHS Senior Procurement Executive	N/A		