

**DEPARTMENT OF THE TREASURY  
LIMITED-SOURCES JUSTIFICATION**

This acquisition is conducted under the authority of the Multiple Award Schedule Program (see FAR 8.401)

<b>1. Identification of the agency and the contracting activity:</b> The Requiring Activity is: Internal Revenue Service, Human Capital Office, Human Resources Shared Services The Contracting Activity is: Internal Revenue Service, Office of Business Solutions Acquisition, Support Contracts Branch							
<b>2.a Nature and/or description of the action being approved:</b> The purpose of this limited-sources justification is to award a firm, fixed-price bridge task order to ComPsych Corporation for Employee Assistance Program (EAP) services. The current task order (TIRNO-17-T-00029) is set to expire on 6/30/2022 and services are needed by 7/1/2022. This is an interim vehicle to prevent work stoppage while the new follow-on, competitive procurement is being negotiated.							
<b>2.b Name of the vendor: ComPsych Corporation</b> <b>455 N Cityfront Plaza Chicago, IL 60611</b>							
<b>2.c Requisition No.: 5000146323</b>							
<b>2.d Bridge contract:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>2.e Brand name:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No						
<b>3.a A description of the supplies or services required to meet the agency's needs:</b> The Internal revenue Service has a continuing need for Employee Assistance Program (EAP) services. EAPs are benefit programs that are designed to assist employees in navigating life circumstances that might impact their job performance, health, and well-being. The work-based program provides cost-free and confidential assessments, short-term counseling, referrals, and follow-up services to employees who have personal, work-related problems that may affect attendance, work performance, and conduct. Executive Order 12564 requires federal agencies to establish a drug-free Federal workplace program. This includes EAP as part of the component in achieving a drug-free workforce. Employees may also require assistance with severe life experiences, especially when such circumstances begin to impact the employee's ability to perform in the workplace. Mental health and work-life balance is critical for the IRS to ensure that employees and their families are fully embraced within the IRS organization. The COVID-19 pandemic, Return to Office effort, and state of the world in general have caused increased anxiety in employees and counseling services are needed now more than ever.  Anticipated Period of Performance: Base Period: July 1, 2022 – December 31, 2022 Option Period 1: January 1, 2023 – June 30, 2023							
<b>3.b Includes IT:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No PCS – 2561 – Health Services, NAICS – 624190 – Other Individual and Family Services							
<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;"><b>3.c IGCE/Estimated dollar value: Base Period:</b></td> <td style="text-align: right;"><b>\$878,933.10</b></td> </tr> <tr> <td style="text-align: right;"><b>Option Period 1:</b></td> <td style="text-align: right;"><b>\$878,933.10</b></td> </tr> <tr> <td style="text-align: right;"><b>Total:</b></td> <td style="text-align: right;"><b>\$1,757,866.20</b></td> </tr> </table>		<b>3.c IGCE/Estimated dollar value: Base Period:</b>	<b>\$878,933.10</b>	<b>Option Period 1:</b>	<b>\$878,933.10</b>	<b>Total:</b>	<b>\$1,757,866.20</b>
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<b>Total:</b>	<b>\$1,757,866.20</b>						
<b>4.a Identification of the authority being used (Check the appropriate box that applies).</b> <input checked="" type="checkbox"/> FAR 8.405-6(a)(1)(i)(A) – An urgent and compelling need exists, and following the procedures would result in unacceptable delays.							

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- ☐ FAR 8.405-6(a)(1)(i)(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.
- ☐ FAR 8.405-6(a)(1)(i)(C) – In the interest of economy and efficiency, the new work is a logical follow-on to an original Federal Supply Schedule order or BPA provided that the original order or BPA was placed in accordance with FSS procedures 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.
- ☐ FAR 8.405-6(b) – Items peculiar to one manufacturer.

**4.b Supporting Rationale:**

Task Order Number TIRN0-12-T-00005 was awarded to ComPsych Employee Assistance Program Inc., on January 1, 2012, and this was the first contract awarded to provide employees an opportunity to deal with a variety of personal and/or work-related problems. The current task order (TIRNO-17-T-00029) was awarded on May 1, 2017, to ComPsych Employee Assistance Program Inc., and is set to expire on June 30, 2022. The 6-month option to extend services clause was enacted on January 1, 2022.

No other vendor can meet IRS' needs of providing support without a break of service because switching to another vendor will entail at the very minimum a 3-month transition period. The COVID-19 pandemic, Return to Office effort, and the state of the world in general, have caused increased anxiety in IRS employees and these counseling services are needed now more than ever. A work stoppage would be catastrophic to IRS employees. Due to the timing of the current contract's expiration and the need for continuity of these critical services, it is not feasible to award to anyone other than the incumbent.

Awarding this interim/bridge contract to any other source would result in a substantial duplication of cost to the Government that is not expected to be recovered through competition; and unacceptable delays in fulfilling the agency's requirements. The risk of not having services when the existing contract expires will result in a total IRS work stoppage for the desperately needed EAP services for the agency's employees.

**5. A determination by the ordering activity Contracting Officer that the order or BPA represents the best value consistent with FAR 8.404(d):**

The Contracting Officer has determined that awarding the bridge task order against the incumbent's GSA schedule represents the best value consistent with FAR 8.404(d) and lowest overall cost considering price and special features. The anticipated cost is similar to Option Period 4 pricing on the current contract. It is heavily discounted from GSA rates and determined to be fair and reasonable.

**6. A description of the market research conducted among schedule holders and the results or a statement why market research was not conducted:**

Market Research for this action was limited to verifying that the current vendor is still a viable source for performing these services. A market research survey was not conducted for the interim contract because no other sources can provide the services within this critical timeframe as ComPsych can, without interruption. A market research survey has been conducted for the competitive acquisition scheduled to be solicited after the interim contract is awarded.

**7.a Any other facts supporting this justification:**

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The need for this interim/bridge contract was not caused by a failure by the agency to properly plan for continued contractor support for this requirement. The requirement does not result from a lack of planning or the expiration of funds and is due to a lack of resources. The critically needed EAP services are provided to all IRS employees (and their family members) regardless of their function or geographic post of duty (including overseas employees). If an interim/bridge contract is not awarded to the incumbent contractor, EAP services will cease across the IRS at a point in time where they are needed now more than ever.

**7.b Attachments:** ☒ Yes ☐ No Acquisition Plan, IGCE and SOW

**8. A statement of the actions, if any, the Requiring Activity and Contracting Activity may take to remove or overcome any barriers that led to restricted consideration before any subsequent acquisition for the supplies and services is made:**

The subsequent acquisition will be competed in FY22 while this interim contract is awarded to continue services. A new, competitively awarded follow-on contract will be put in place after this interim contract to continue services expires. It is anticipated that the competitively awarded follow-on to Contract Number TIRNO-17-T-00029 will be in place by January 1, 2023.

**9. Certifications and Approvals:**

**9.a Program Office Certification (Requiring Activity).** I hereby certify that any supporting information and data provided (e.g., the Government's minimum needs or requirements, or other rationale for the limited sources) and which form the basis for this justification for an exception to fair opportunity, are accurate and complete to the best of my knowledge and belief.

**Name:** Tijuana Robinson **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**9.b Contracting Officer Certification and Approval.** I hereby determine the circumstances of this acquisition support the justification to acquire these supplies or services on a limited source basis. I also certify this limited-sources justification is accurate and complete to the best of my knowledge and belief. Therefore, unless additional approvals are required as prescribed below, as the authorized contracting officer for this acquisition, I hereby approve the processing of this requirement on a limited-source basis.

**Name:** Mathew Nelker **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**10. Additional Reviews and Approvals (As applicable):**

**10.a Bureau Chief Information Officer or Authorized Designee (for IT requirements that are over \$5 million, but not exceeding \$68 million) (Contracting Activity).** I have reviewed this justification and find it to be accurate and complete to the best of my knowledge and belief, and representative of the Government's need. Therefore, I hereby consent to the approval of this justification. (Note: The Bureau CIO may delegate their authority for proposed contracts over \$5 million, but not exceeding \$13.5 million to the Associate Bureau CIO(s).)

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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<b>Signature:</b> _____
<b>10.b Advocate for Competition (if over \$700,000, but not exceeding \$13.5 million) (Contracting Activity).</b> I have reviewed this limited-sources justification and find it to be accurate and complete to the best of my knowledge and belief. Therefore, unless additional approvals are required as prescribed below, as the ordering activity's Advocate for competition, I hereby approve this limited-sources justification.
<b>Name:</b> _____ <b>Date:</b> _____
<b>Signature:</b> _____
<b>10.c Head of the Procuring Activity or Authorized Designee (if over \$13.5 million, but not exceeding \$68 million) (Contracting Activity).</b> I have reviewed this limited-sources justification and find it to be accurate and complete to the best of my knowledge and belief. Therefore, unless additional approvals are required as prescribed below, as the head of the procuring activity or authorized designee, I hereby approve this limited-sources justification.
<b>Name:</b> _____ <b>Date:</b> _____
<b>Signature:</b> _____
<b>10.d Treasury Chief Information Officer (for IT requirements that are over \$68 million).</b> I have reviewed this justification and find it to be accurate and complete to the best of my knowledge and belief, and representative of the Government's need. Therefore, I hereby consent to the approval of this justification.
<b>Name:</b> _____ <b>Date:</b> _____
<b>Signature:</b> _____
<b>10.e Senior Procurement Executive (if over \$68 million) (Contracting Activity).</b> I have reviewed this limited-sources justification and find it to be accurate and complete to the best of my knowledge and belief. Therefore, I hereby approve this limited-sources justification.
<b>Name:</b> _____ <b>Date:</b> _____
<b>Signature:</b> _____