



UNITED STATES SECURITIES AND EXCHANGE COMMISSION

Office of Acquisitions

J&A Number: 2021-10

This is a Limited Source Justification pursuant to FAR 8.405-6

This acquisition is conducted under the authority of the Multiple Award Schedule Program. This Limited Source Justification (LSJ) is for orders exceeding the simplified acquisition threshold (currently \$250,000) and limiting schedule contractors to fewer than three or limiting the acquisition to a brand name because it has a product or feature of a product peculiar to one manufacturer.

1. The Agency and Contracting Activity is:

U.S. Securities and Exchange Commission (SEC)
Office of Acquisitions
100 F Street, NE
Washington, D.C. 20549

2. Nature and/or Description of Action Being Approved.

The SEC intends to award a Federal Supply Schedule order requirement for HR4Me Operations and Maintenance (O&M) Support to Tyler Federal, LLC.

3. Description of the supplies or services required to meet the needs of the SEC and the estimated value.

This requirement is for procurement of Operations and Maintenance (O&M) support of the HR4Me platform and module enhancements, as needed. The HR4Me platform was developed by Tyler Federal, LLC using Entellitrak case management tool with Oracle database. HR4Me platform is an automated system used by the Office of Human Resources (OHR) to manage, track and report the SEC specific benefits. The O&M support for this platform will ensure that OHR receives software updates and technical support to run the platform to support SEC users. Tyler Federal, LLC is the OEM and provides technical support for Entellitrak.

Currently, the HR4Me platform consists of the following modules.

- Award Process
- Pre-Tax Parking
- Disability, Accommodation, Request and Tracking System (DARTS)
- Student Loan Repayment Process (SLRP)
- Speaker Vetting & Events
- Leave
- Professional Dues Reimbursement (PDR)
- Outside Employment Request (OEM)
- Professional Liability Insurance Reimbursement (PLIR)
- Pay Setting (PSR)
- Incentives

The O&M support and optional module enhancements are firm fixed price (FFP). The estimated contract value for this procurement is \$289,108 for each year and \$1,445,540 for base year and four (4) option years. The annual O&M cost is \$100,500 and optional module enhancement is estimated to be \$188,608.

4. Identification of the Justification Rationale & if applicable, Contractor's Unique Qualifications.

FAR 8.405-6(a)(1)(C) – in the interest of economy and efficiency, the new work is a logical follow-on to an original Federal Supply Schedule order the original order was placed in accordance with the applicable Federal Supply Schedule ordering procedures.

Due to licensing, warranty, personnel certification, and compatibility issues it would not be possible for another vendor to provide compatible software packages capable of meeting the SEC's requirements at this time. The cost to test, procure, and implement an alternate product would negate any savings the SEC would gain in conducting a competitive procurement for a similar product.

Although Tyler Federal, LLC has resellers for Entellitrak, all technical support, including O&M support are coordinated through Tyler Federal, LLC. The costs to obtain O&M and module enhancement support through a reseller would increase the cost without adding technical value. Technical support for Entellitrak can only be obtained through Tyler Federal, LLC. Due to this restriction, finding another vendor to provide these services would not be possible. Thus, per 8.405-6(a)(1)(C), in the interest of economy and efficiency, the new work is a logical follow-on to an original Federal Supply Schedule order the original order was placed in accordance with the applicable Federal Supply Schedule ordering procedures.

5. Best Value Determination (per FAR 8.404(d)).

The SEC intends to issue a fixed price GSA Schedule task order award for this requirement. As provided in FAR 8.404(d), the General Services Administration (GSA) has already determined the prices offered of supplies and fixed-price services and rates for services offered at hourly rates, under schedule contracts, to be fair and reasonable. By placing an order against the GSA Schedule using the procedures in FAR 8.405, the CO has concluded that the order represents the best value at this time.

6. Market Research.

Market research was performed by Office of Information Technology (OIT) and Office of Human Resources (OHR), via internet search and contacting industry personnel regarding market capabilities. The results indicated that the Tyler Federal - Entellitrak software and support is the solution capable of meeting the SEC's minimum requirements which includes immediate integration with the existing effort awarded under the base contract without additional extensive configuration.

7. Other Supporting Facts.

None

8. Actions, if any, the agency may take to remove or overcome any barriers to competition before any subsequent acquisition for the supplies or services required.

The Office of Information Technology will continue to research and test new products as they become available. In accordance with FAR 8.405-6(b)(3)(i) this LSJ will be posted along with the Request for Quotation (RFQ) to e-Buy (<http://www.ebuy.gsa.gov>).