

## “SOLE SOURCE” PROCUREMENT JUSTIFICATION

Sole source purchases are goods and services available from only one vendor. There may be just one vendor because of patents or copyrights or simply because the vendor is the only one which supplies the good or service. Using Department must provide a written explanation as to why only this particular product/service is acceptable and why no other will be suitable or acceptable to meet the need. A quote must accompany this form.

Department name: Health and Human Services Department (HHS)

1. Name of product or service: iREACH System \$70,000.00
2. Name of product manufacturer: Infocom
3. Name of “sole” product supplier or service provider: Community Action Agency of Southern New Mexico
4. Describe in general terms the product/service you are requesting and the intended application.
  - Access to, use of, and maintenance for the web-based iREACH program
  - Monthly Reports
  - Training and Technical Assistance
  - Participation in the development and implementation of service delivery systems
  - Support for the mission, goals, and objectives of the Board of County Commission, HHS Department, and HHS Alliance demonstrated by attendance at contractor meetings and working with provider to integrate iREACH
  - Software enhancements
5. Describe the unique features/capabilities/characteristics that distinguish it from other products/services.

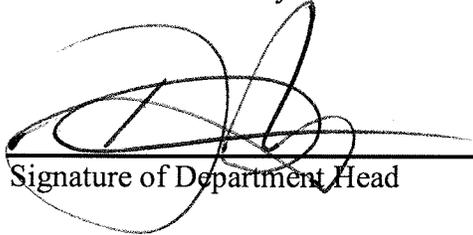
Community Action Agency of Southern New Mexico (CAA) has worked with Infocom to develop the iREACH program. CAA is currently steward, administrator and sole license owner of the iREACH web-based software for claims submission, claims processing, and application approval and processing for the Doña Ana County Healthcare Assistance Program. CAA has administered the program over time to guide the implementation and utilization of the program by county and provider staff. CAA has staff that is able to provide technical assistance and understands the local service delivery system.

6. How did you determine there was only one source for the product or service? Provide information on the research that was performed to locate suppliers for this product(s) or service(s). (Please furnish names, addresses and other documentation).

It has been determined in past years that CAA is the sole license holder for the iREACH software from Infocom for use in Doña Ana County. HHS reached out to Infocom to verify CAA will be the sole license owner of the iReach system in Doña Ana County for FY16. President PK Gupta at Infocom was contacted by phone twice with no reply.

7. What product supplier or service provider has your Department used until now to satisfy similar requirements?

HHS has been using iREACH to satisfy these requirements. Before the implementation of iREACH, the HHS Department used Chisapu, which was a DOS-based system and could not be utilized on the web by multiple users.



Signature of Department Head

3/11/2015  
Date

(Attach Quote and Use Additional Sheets As Necessary)

\*\*This form is used by Purchasing Department to determine if a "Sole Source" procurement criterion is met. Completing this form does not guarantee approval of this type of procurement.



Helping People Achieve Economic Success

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February 09, 2015

To Whom It May Concern:

Community Action Agency of Southern New Mexico (CAASNМ), is a 501(c)3 not-for-profit organization. CAASNМ was chosen to be the fiscal agent to the HRSA grant awarded to the Access to Care (AtC) Consortium comprising of more than 26 member agencies, organizations, and participating private sector companies in 2006 – 2009. CAASNМ is currently steward, administrator and sole license owner of the iREACH web-based software for use of the ATC membership within Doña Ana County for claims submission, claims processing, and application approval and processing for the Doña Ana County Assistance Program (DACAP). Through the iREACH software, the consortium collects, shares, and distributes client/patient demographics and performs eligibility screening for various programs and initiatives within the County of Doña Ana. The Healthy Communities Access Program (HCAP) of CAASNМ is the overseeing and responsible department that maintains and provides the required technical support, services, training, marketing and promotion of the use of the iREACH application developed by Infocom Systems, Inc., a software manufacturer/vendor based in Iselin, New Jersey.

The iREACH system is a comprehensive community platform that leverages the use of internet technologies to provide community members various options in eligibility of programs in social, healthcare, and local needs. iREACH meets HIPAA and best practice security requirements. The network infrastructure is protected through multi-tier firewall security configurations and leverages the use of encryption technologies. Client demographics and eligibility information are accessed and viewed by authorized and trained users with a signed business agreement with CAASNМ. The software is supported by HCAP personnel at CAASNМ and is accessible 24 hours X 7 days a week.

The CAASNМ HCAP program has invested the many hours, training, and investments in hardware, software, networks, and systems to operate and maintain a reliable operation of the iREACH system. CAASNМ has been a consulting resource for other agencies, departments, and counties within the great state of New Mexico for similar projects. Our expertise and extensive experience in health information systems has made this program a leader and innovator for web-based health systems in the state and a resource partner with the Income Support Division of the State of NM Health & Human Services Division. To this date, no other current organization, agency, or county in the State of NM or the Southwestern US possesses the capabilities, expertise and credentials to operate the iREACH system. With consideration of the above and in recognition that CAASNМ is the sole license holder for the iREACH software from Infocom for use in Doña Ana County, CAASNМ the sole-source resource / contractor for Doña Ana County and its stakeholders for use of the iREACH software for this contract.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Z. Hommer', followed by a horizontal line extending to the right.

Dawn Z. Hommer, CEO, CAASNМ

<b>Line Item</b>	<b><i>Service Description</i></b>	<b><i>Unit Value of Service per Defined United</i></b>	<b><i>Units of Service to be Provided</i></b>	<b><i>Total Annual Value</i></b>
1.	Access, Maintenance, and Technical Assistance of the iREACH Program	\$ 5,833.33 per month	12 months	\$ 70,000.00