USF UNIVERSITY OF SOUTH FLORIDA

Single Source Certification

DATE: October 1, 2018

Authority is requested to make the following purchase under the provision of USF System Regulation USF4.02010(IV)(A)(2)(b) as a non-competitive purchase available from only one source.

ITEM(S): Consulting Services for rate structure for animal care

PRICE: $ 87,000+ **FUND #:** RIA

VENDOR ID: 71258 **REQUISITION#:**

VENDOR NAME: Huron Consulting Services **PURCHASE ORDER #:**

FEDERAL GRANT: ☐ Y ☑ N

Describe the equipment, commodity or contractual service and how it is to be used. Provide the justification for the single source (note price cannot be used for justification). Attach additional pages if necessary.

See Attached

		George Cotter Digitally signed by George Cotter DN: cn=George Cotter, o=University of South Florida, ou=Purchasing Services, email=gcotter@usf.edu, c=US Date: 2018.10.01 09:25:36 -04'00'	10/01/2018
Purchasing Agent	**Date**	**Approved by:**	**Date**

Authority: USF4.02010(IV)(A)(2)(b)

PUBLIC POSTING

START DATE	END DATE
10/01/2018	10/04/2018

Last Modified: 07/27/2012

Sole Source Justification

Vendor: Huron Consulting Services

Cost of Services: $72,500

Estimated start date: September 2018

Description: The goal of the engagement of **Huron Consulting Services LLC** is to assist the Department of Comparative Medicine (DCM) Service Center in reviewing the current rate structure for animal care developed in FY2014, conducting a time and motion study and calculating per diem rates utilizing FY2018 data. Rates will be developed in compliance with the NIH's *Cost Analysis and Rate Setting Manual for Animal Research Facilities* and *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance").

Sole Source: **Huron Consulting** is uniquely qualified to assist USF with this animal care study. Huron has a history of consulting engagements with USF and they are very familiar with our operations and personnel. Deliverables from these engagements have always been excellent. Huron Consulting performed the last animal per diem study in FY2015, and therefore will be able to pick up where they left off; having completed the USF study before, the road map for the engagement is already in place and there will be no need to pay for "learning time" as we would with a company unfamiliar with our operations. Huron will also prioritize the transition of institutional knowledge to USF as part of the project to ensure that DCM has the knowledge to properly implement rates going forward.