Pursuant to New Mexico Procurement law, the UNM Purchasing Department will post your completed form on the UNM Sunshine Portal for 30 days prior to purchase of the goods/services.

I. **GENERAL INFORMATION. PLEASE PROVIDE THE FOLLOWING:**

<table>
<thead>
<tr>
<th>Date of Request</th>
<th>August 8, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request Submitted by</td>
<td>Angela Zamora</td>
</tr>
<tr>
<td>Department</td>
<td>Project ECHO</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:azamora@salud.unm.edu">azamora@salud.unm.edu</a></td>
</tr>
<tr>
<td>Requisition Number (If Applicable)</td>
<td></td>
</tr>
<tr>
<td>Title</td>
<td>Sr. Fiscal Services Tech</td>
</tr>
<tr>
<td>Phone</td>
<td>505-272-9893</td>
</tr>
<tr>
<td>Proposed Vendor</td>
<td>RTI International</td>
</tr>
<tr>
<td>Amount</td>
<td>$450,000</td>
</tr>
</tbody>
</table>

**Buyer Team - See Commodity list at** [http://www.unm.edu/~purch/commcodes.pdf](http://www.unm.edu/~purch/commcodes.pdf) **Team 2**

**Provide a basic description of goods/services to be provided:** RTI International is a leading global research institute that will provide innovative, objective, and technical evaluation support to Project ECHO’s replication sites (hubs) in India over three years, as an important part of the Merck Foundation Project. RTI International (based in North Carolina) will partner with their RTI Global India office to work with ECHO Institute staff (including evaluation experts), ECHO India Trust staff, and replicating partners in India to develop and implement evaluation strategies for active projects in India. RTI will first gain a deep understanding of the ECHO model via training at the ECHO Institute and extensive research of the ECHO model. RTI will then provide technical evaluation assistance to the active hubs in India. RTI will also provide a detailed evaluation strategy for three major India hubs, to allow Project ECHO to meet the deliverables set forth in the Merck Foundation Project.

**Why is this purchase needed?**

Merck Foundation is an extremely important funder of ECHO Institute, so it is vital that the evaluation component of the project is executed well. Because RTI is a global communications firm, ECHO Institute can leverage its expertise both at the national and international level to develop evaluation strategies and provide technical support to Project ECHO replicating partners in India, ensuring high quality evaluation outcomes for the Merck Foundation Project. RTI has successfully worked with Merck before, and has extensive experience in India. RTI’s Global India office already understands the culture and government healthcare system in India, which is essential to the success of this evaluation effort.

II. **BASIS FOR SOLE SOURCE PROCUREMENT. CHOOSE APPLICABLE BOX(ES) AND PROVIDE ADDITIONAL INFORMATION, AS REQUESTED:**

☒ **Proprietary item, technology or service only available from the proposed vendor. (Check box and describe proprietary component)**

Collaborating with a research institute that has “on the ground” understanding of the healthcare landscape and government complexities in India is vital to the success of the Merck Foundation Project. RTI is a leading global research institute with 10 international offices, with staff working in more than 75 countries. RTI has an office in India; the ECHO Institute will be relying on their regional expertise. ECHO Institute will leverage the knowledge of RTI’s experts, who hold degrees in scientific, technical, and professional disciplines across the social and laboratory sciences, engineering, and international development fields. ECHO Institute needs to collaborate with RTI to provide evaluation support to help replicating partners assess and improve their projects in India. Proper project evaluation is key to expanding the ECHO model in India.
☑️ Compatibility requirement with existing item, technology or service. (Check box and describe compatibility requirement)

RTI is already knowledgeable about the work of Project ECHO and will serve as a strong promoter and advocate within their network of experts in healthcare, policy and social impact. RTI has worked with Merck before, and has had great success as a partner institute.

☐ Renewal of support/maintenance/subscription of software, technology or other intellectual property. (Check box and describe)

☒ Other Basis for Sole Source: Please describe below:

RTI’s reputation is stellar, as they are known for using scientific rigor and technical proficiency to deliver reliable data, thorough analysis, innovative methods, novel technologies, and sustainable programs. Sustainability of the ECHO model is a key goal in India. Project ECHO feels RTI would be the best organization to deliver on the three-year evaluation component of the Merck Foundation Project.

III. SUPPLEMENTAL DETAILS. PLEASE PROVIDE ADDITIONAL INFORMATION AS REQUESTED BELOW:

Describe in detail the unique capabilities of the proposed vendor’s goods/service and/or personnel performing the work and why this constitutes the only source. Focus on what is unique about the goods/service and why no other vendor could meet your needs.
RTI’s staff in Delhi, India, are prepared to meet or exceed the deliverables set forth in the Merck Foundation Project. They are closely located to the ECHO Trust India offices, which will help facilitate the partnership between ECHO India and RTI staff.

RTI’s expertise will help drive the following activities successfully:

- Research and understand the ECHO model through literature review, interviews with ECHO staff, and observations/interviews with replicating partners;
- Develop an evaluation concept paper and action plan for the Indian context;
- Based on consultations conducted with the ECHO India replication projects (15-20), develop a summary report outlining existing evaluation activities at each of the replicating sites;
- Provide additional technical assistance to the ECHO India replicating projects if requested;
- Design and implement three key in-depth, comprehensive evaluation strategies (with the necessary tools and processes) for a range of specific ECHO India implementations (all with the potential for accessing patient-level data).

Describe the due diligence made to locate other possible sources including communications with other universities, communications with similar providers, web searches, yellow page searches, review of advertisements and trade publications, etc.

ECHO Institute originally planned to partner with the Public Health Foundation of India (PHFI), a premier government institution that has worked with well-known entities such as Bill and Melinda Gates Foundation. However, because PHFI recently lost its Federal Contributions Regulation Act (FCRA) status with the government of India, they could no longer receive funds from U.S. institutions. Thus, ECHO Institute has had to look elsewhere for an evaluations partner. After much research and discussion with the funder of the project, Merck Foundation, we determined that RTI is the ideal candidate to conduct this work.

List the other vendors who were contacted. Please describe the specs/qualifications/criteria that the other vendors were unable to satisfy.

As previously stated, PHFI was initially set to partner with ECHO Institute on this project. After their loss of FCRA status, other entities were discussed as possible partners, including India’s National Institute of Epidemiology (NIE) and RTI. Among other reasons for choosing RTI, it was determined that partnering with a U.S. based institution would avoid any FCRA-related risk. RTI’s expertise, reputation, and U.S.-based status made it the ideal candidate for this evaluations work. Working with RTI - a proven global research institute with a strong presence in India since 1982 - would be the ideal collaboration.