

Attachment 2: Request for Sole Source Memo Format

DEPARTMENT OF VETERANS AFFAIRS

Justification and Approval

For

Other Than Full and Open Competition

2237 Number 506-14-2-102-0231

1. **Contracting Activity:** Department of Veterans Affairs, VISN 11, 506 VA Ann Arbor *Medical Center*. 2215 Fuller Rd Ann Arbor Michigan 4 8105 Phone 734-222-7713 Anita Hinton 2237 number 506-14-2-102-0231
2. **Nature and/or Description of the Action Being Processed:** VA Ann Arbor Healthcare System must purchase accreditation services for its PGY1 and PGY2 pharmacy residency programs from the American Society of Health System Pharmacists. The American Society of Health System Pharmacists (ASHP) is the only organization that provides accreditation for PGY1 and PGY2 pharmacy residency programs and the only system that offers the national resident match, the infrastructure and support of pharmacy residency programs. VA funding from VA Academic Affairs currently for five pharmacy residents per year. Each resident receives an annual stipend paid by VA Academic Affairs. Without the accreditation, the VAAHS would not receive funding for residents from VA central office (which requires ASHP accreditation). The accreditation fee on the associated invoice covers the time period January 1, 2014 through December 31, 2014. American Society of Hospital Pharmacists, 7272 Wisconsin Avenue, Bethesda, MD
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** accreditation services for its PGY1 and PGY2 pharmacy residency programs from the American Society of Health System Pharmacists. The accreditation fee on the associated invoice covers the time period January 1, 2014 through December 31, 2014. American Society of Hospital Pharmacists, 7272 Wisconsin Avenue, Bethesda, MD. Total: \$4,500.00
4. **Statutory Authority Permitting Other than Full and Open Competition:** *41 USC §253(g), as implemented by FAR 6.302-1. The specific paragraph must be cited. Most likely, only the -1 or -2 authorities will be cited. Please be aware that failure to adequately plan for future requirements does not constitute appropriate use of the unusual and compelling urgency statutory authority.*
 - (X) (1) Only One Responsible Source and No Other Supplies or Services Will Satisfy Agency Requirements per FAR 6.302-1;
 - () (2) Unusual and Compelling Urgency per FAR 6.302-2;
 - () (3) Industrial Mobilization, Engineering, Developmental or Research Capability or Expert Services per FAR 6.302-3;
 - () (4) International Agreement per FAR 6.302-4
 - () (5) Authorized or Required by Statute FAR 6.302-5;
 - () (6) National Security per FAR 6.302-6;
 - () (7) Public Interest per FAR 6.302-7;

5. Demonstration that the Contractor's Unique Qualifications or Nature of the Acquisition Requires the Use of the Authority Cited Above (applicability of authority):

a. Only One Responsible Source

This service is only supplied by the American Society of Health System Pharmacists. This ASHP accreditation service is required and acknowledged by our VA central offices and is necessary to allow us to have pharmacy residents and also to assure the pharmacy services meet national standards for health systems.

6. Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable: This order was not solicited. American Society of Health System Pharmacists is the only vendor that can provide these services.

7. Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable: AS-AFR2 ACCRED –Accreditation annual fee residency 2 program invoice dates are from January 1, 2014 to December 31 2014 for PGY1 and PGY2 Pharmacy Residents Program. 1 year total annual cost \$4500.00 Price has increased from last year. Last year's one year PO 506-C30163 \$3,300.00

8. Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted: : American Society of Health System Pharmacists is the only organization that provides accreditation for PGY1 and PGY2 pharmacy residency programs and the only system that offers the national resident match, the infrastructure and support of pharmacy residency programs.

9. Any Other Facts Supporting the Use of Other than Full and Open Competition: (see FAR 6.302-1(b)(2) and 6.303-2(a)(9)(i)).

Pharmacy residents will not apply for our residency positions if we do not have ASHP accreditation.

10. Listing of Sources that Expressed, in Writing, an Interest in the . *At present ASHP is the only organization that accredits PGY1 and PGY2 Pharmacy Residencies. If a second organization offers accreditation, we will contact VACO to determine if they will accept accreditation from the new group, review the value of the new accreditation group and determine if it is suitable to us and the VA system for accreditation services.*

11. A Statement of the Actions, if any, the Agency May Take to Remove or Overcome any Barriers to Competition before Making subsequent acquisitions for the supplies or services required: None

12. Requirements Certification: I certify that the requirement outlined in this justification is a Bona Fide Need of the Department of Veterans Affairs and that the supporting data under my cognizance, which are included in the justification, are accurate and complete to the best of my knowledge and belief.

Name: Anita Hinton



Program specialist

Facility 506 VA Ann Arbor , Mi

Date : 02/14/2014

13. Approvals in accordance with FAR 6.304 *This part if filled out by Contracting Staff as part of the Justification*

- a. **Contracting Officer's Certification: (required)** I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief.

Name

Title

Network 11 Contracting Office

Date

- b. **DOC/PCM (Required \$3K and above):** I certify the justification meets requirements for other than full and open competition.

Name

Director of Contracting/Supervisory Contract Specialist (as appropriate)
Network 11 Contracting Office

Date

- c. **SAO (If over \$650K):** I certify the justification meets requirements for other than full and open competition.

Ricky L. Lemmon
SAO Director
Central Region

Date

- d. **VHA HCA Review and Approval:** I have reviewed the foregoing justification and find it to be complete and accurate to the best of my knowledge and belief and recommend approval (if over \$12.5 million) or approve (\$650K to \$12.5 million) for other than full and open competition.

NORBERT S. DOYLE
Chief of Procurement and Logistics Officer
VHA, Head of Contracting Activity (HCA)

Date

- e. **VA Deputy Senior Procurement Executive Approval (over \$12.5 million but not exceeding \$50 million):** I have reviewed the foregoing justification and find it to be complete and accurate to the best of my knowledge and belief and approve for other than full and open competition.

C. FORD HEARD
Deputy Senior Procurement Executive (DSPE)
Assistant Secretary for Acquisition and Logistics
Department of Veterans Affairs

Date

- f. **VHA Senior Procurement Executive Approval (over \$50 million):** I have reviewed the foregoing justification and find it to be complete and accurate to the best of my knowledge and belief and approve for other than full and open competition.

JAN R. FRYE
Deputy Assistant Secretary for Acquisition and Logistics
Senior Procurement Executive (SPE)
Department of Veterans Affairs

Date