

Attachment 2: Request for Sole Source Memo Format

DEPARTMENT OF VETERANS AFFAIRS

Justification and Approval

For

Other Than Full and Open Competition

1. Contracting Activity:

*Department of Veterans Affairs, VISN 11, Battle Creek Medical Center
Justification for Other than Full and Open Competition. 515-14-3-5961-0092*

2. Nature and/or Description of the Action Being Processed:

*The facility requires the blanket-wrapped delivery service and shipment of A-dec dental equipment that has already been purchased to the new Dental Clinic at the newly constructed CBOC so that it can be installed in a manner that is in accordance with pre-set construction timelines.
ADec, 2601 Crestview Dr., Newberg, OR 97132.*

3. Description of Supplies/Services Required to Meet the Agency's Needs:

*The facility requires that the A-dec equipment be partially assembled at its facility and then wrapped for protection as part of their "blanket-wrapped" service for shipping to the new facility in time for installation in the Dental Clinic by Patterson Dental. Total: \$17,111.00.
Must be completed by June 16, 2014.*

4. Statutory Authority Permitting Other than Full and Open Competition:

- (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):

With the original purchase of this equipment from A-dec during FY13, the delivery service now needs to be accomplished. A-dec is the only contractor qualified to provide this service because they are the manufacturer of the above mentioned equipment and are trained on partially assembling and then blanket-wrapping the equipment to ensure that it is able to be delivered in a safe manner and then installed in a timely fashion that fits into the necessary timelines for clinic construction.

6. **Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:**

No other known sources are available to partially assemble the A-dec equipment and then blanket-wrap it and deliver it to the VA outpatient clinic that is currently under construction.

7. **Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable:**

Anticipated cost to the Government is fair and reasonable based on the amount of equipment being partially assembled, blanket-wrapped, and shipped. Equipment purchased on PO 515-C30178 total cost \$323,468.68.

8. **Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted:**

Market research was completed with the initial purchase of the dental equipment in FY13 with multiple companies. A-dec was the company that was selected based on superior product performance and clinic design. Also, choosing A-dec equipment will aide with a standardization across the Battle Creek Dental Service, as it is the current equipment used in both the Battle Creek and Grand Rapids dental clinics.

9. **Any Other Facts Supporting the Use of Other than Full and Open Competition:**

In addition to the above, in order to maintain all warranties with the A-dec equipment purchased, it must be shipped and installed in a manner consistent with their policies.

10. **Listing of Sources that Expressed, in Writing, an Interest in the Acquisition:**
A-dec

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:**

In the future when equipment is ordered, market research will again be conducted and it will be determined if any additional modes of shipping or transportation is available at that time.

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: Christopher B. Casto, DDS
Title: Staff Dentist
Facility: Battle Creek VAMC

Date 4 24 2014

13. Approvals in accordance with FAR 6.304 *This part is 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	Date
Title	
Network 11 Contracting Office	

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

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

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

Ricky L. Lemmon	Date
SAO Director	
Central Region	

- 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
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- 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
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- 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
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