

Attachment 2: Request for Sole Source Memo Format

**Justification and Approval
For
Other Than Full and Open Competition**

- a. **Contracting Activity:** Department of Veterans Affairs, VISN 08, San Juan VA Medical Center (VA Caribbean Healthcare System) transaction number 672-14-3-419-0083.
- b. **Nature and/or Description of the Action Being Processed:** E*VALUE subscription renewal. To be awarded as a new Purchase Order as Firm Fixed Price. This subscription renewal will be awarded for one (1) year.
- c. **Description of Supplies/Services Required to Meet the Agency's Needs:** E*VALUE is a trade mark service from **ADVANCED INFORMATICS, LLC** that helps maintain accreditation needed by the graduate medical education programs. The subscription renewal estimated value is \$16,302.00. Estimated award date is June 23, 2014.
- d. **Statutory Authority Permitting Other than Full and Open Competition:** FAR 6.302-1 (b) (2) The existence of limited rights in data, patent rights, copyrights, or secret processes
- (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;
- e. **Demonstration that the Contractor's Unique Qualifications or Nature of the Acquisition Requires the Use of the Authority Cited Above (applicability of authority):** **ADVANCED INFORMATICS, LLC** is the only one responsible source capable of providing E*VALUE service required by accreditation standards. E*VALUE service:
- ✓ Electronic portfolios
 - ✓ Data storage
 - ✓ Procedure tracking
 - ✓ Curriculum mapping
 - ✓ Maintenance and upgrade of the online evaluations
 - ✓ Performance reporting and outcome management
- f. **Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:** Researched the Internet and found only one company that can provide services needed by the hospital. Therefore, it will be in the Government's best interest to restrict competition to this vendor.
- g. **Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable:** The anticipated price is \$16,302,000. This price is considered fair and reasonable in comparison to previous orders: PO # 672-C10303 and PO #672-C30251.

Attachment 2: Request for Sole Source Memo Format

- h. **Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted:** Researched mandatory sources NAC, GSA and did not find the services under contract. Internet search shows that the **E*VALUE** service is a trademark of **ADVANCED INFORMATICS, LLC** thus they are the only one vendor that can provide subscription renewal.
- i. **Any Other Facts Supporting the Use of Other than Full and Open Competition:** **ADVANCED INFORMATICS, LLC** is the only one responsible source capable of providing **E*VALUE** services.
- j. **Listing of Sources that Expressed, in Writing, an Interest in the Acquisition:** **E*VALUE** service by **ADVANCED INFORMATICS, LLC** helps maintain accreditation standards needed. Loosing this service will have a direct negative impact on the graduate medical education training program accreditation.
- k. **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:** At this time there are no actions that can be taken to overcome competition since this is the only company that can provide these services.
- l. **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: Maricarmen Cruz-Jimenez, MD
Title: ACOS for Education
Facility: VA Caribbean Healthcare System

4/22/14

Date

Attachment 2: Request for Sole Source Memo Format

m. **Approvals in accordance with FAR 6.304**

- 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
Contracting Officer
Facility: VA Caribbean Healthcare System

Date

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

Name Awilda Perales
VISN8 /PCA Commodities-Service
Title: Site Supervisor
Facility: VA Caribbean Healthcare system

Date

- c. **SAO (If over 500K):** I certify the justification meets requirements for other than full and open competition.

Name
Director
Service Area Office, East

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 \$10million) or approve (\$500K to 10 million) for other than full and open competition.

Attachment 2: Request for Sole Source Memo Format

Name
Chief Procurement and Logistics Officer
VHA Head of Contracting Activity (HCA)

Date

- e. **VA Deputy Senior Procurement Executive Approval (over \$10 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)
Office of 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