

Attachment 2: Request for Sole Source Memo Format

**DEPARTMENT OF VETERANS AFFAIRS**

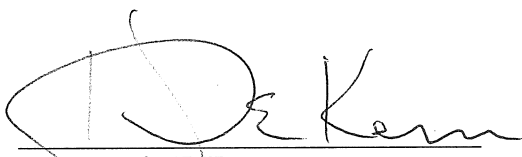
**Justification and Approval**

**For**

**Other Than Full and Open Competition**

1. **Contracting Activity:** Department of Veterans Affairs, VISN 11, VA NIHCS, Marion, IN. 46953. 2237 transaction number 610-14-4-176-0362
2. **Nature and/or Description of the Action Being Processed:** Emergency repair, Marion X Ray, EE27245
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** Emergency repair, Marion X Ray EE27245, IDD Power Supply, \$25,000. General Electric Medical Systems, 3000 N. Grandview W-443, Waukesha, WI. 53186. Delivery date completion 07/08/2014
4. **Statutory Authority Permitting Other than Full and Open Competition:**
  - ☐ (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):** OEM Contractor required for compelling need due to patient safety. Inability to X-Ray patients until this machine repaired. X Ray capability currently reduced at this facility by 30%.
6. **Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:** Only one, since it is this survey of the market place that confirms our assumptions regarding the capability of industry to meet our needs  
Due to the emergent nature of the request, time did not permit for market research.

7. **Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable:** Have dealt with this contractor for the life of the equipment. Their past maintenance and service prices have always been fair and equitable. This is one of four GE pieces of x ray equipment at this facility. The same equipment is used at the Muncie and Peru facilities and we use this same contractor for their services. Past PO on similar X-Ray repair PO 610-C22746 - \$22,484.32.
8. **Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted:** This is the sole contractor who has continually maintained this equipment and is trusted. Their pricing is fair and reasonable and their response time is impeccable. Due to the emergent nature of the request, time did not permit for market research.
9. **Any Other Facts Supporting the Use of Other than Full and Open Competition:** This is an emergency repair, has been out of service since 06/30/2014. This outage has reduced x ray capability of this facility by 30% at this facility. This directly affects patient care on a daily basis.
10. **Listing of Sources that Expressed, in Writing, an Interest in the Acquisition:** None
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:**  
Establish a Full Service Agreement to maintain this equipment in the future. Cost effective.
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: Kip E/Kern

Title: Biomedical Engineering Support Specialist

Facility: NIHCS Marion, IN

Date: 07/03/2014

13. **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

Title

Network 11 Contract Office

Date

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

\_\_\_\_\_  
Name  
NCM/Supervisory Contract Specialist (as appropriate)  
Network 11 Contract Office

\_\_\_\_\_  
Date

- c. **SAO(If over \$500K)**: 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 \$10 million) or approve (\$500K to \$10 million) for other than full and open competition.

\_\_\_\_\_  
NORBERT S. DOYLE  
Chief of Procurement and Logistics Officer  
VHA, Head of Contracting Activity

\_\_\_\_\_  
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

\_\_\_\_\_  
Date

Deputy Senior Procurement Executive (DSPE)  
Office of Acquisition and Logistics  
Department of Veterans Affairs

- 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