

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 23, Iowa City Medical Center WCO 23 Iowa City "Justification for Other than Full and Open Competition." Project Number 636-201.
2. Nature and/or Description of the Action Being Processed: This request is for Simplex Fire Alarm System. This is a partial requirement of Minor project 636-201, titled "Expand Building 1 for PACT, Ambulatory Care, Radiology, Egress Stairwell Addition." This project will be solicited as 100% set aside for Service Disabled Veteran Owned Small Business and is a Request for Proposal (Lowest price, technically competent) type of contract.
3. Description of Supplies/Services Required to Meet the Agency's Needs: Project calls for all Fire Alarm system components to be provided, installed and tested by Simplex. This includes pull stations, alarm/strobes, fire/smoke detectors, master annunciators, fire control panel. Estimated cost of the fire alarm package is [REDACTED]
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):

Simplex provides our medical center's fire alarm devices and services our alarm system. Other products would not be fully compatible with our existing system.
6. Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable: Final determination that the cost will be Fair and Reasonable will be made by the Contracting Officer.
7. Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted:

As described in Section VI above, market research, in accordance with FAR Part 10, was conducted by synopsis of the proposed acquisition, advising industry of the pending acquisition and soliciting inquiries from interested parties.

8. Any Other Facts Supporting the Use of Other than Full and Open Competition: The Medical Center currently uses Simplex for our fire alarm system. The product required in this project must be capable of integrating into our existing system.
9. Listing of Sources that Expressed, in Writing, an Interest in the Acquisition: See Section VI above.
10. 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: There are no other vendors available who have fully compatible products. If, in the future, other vendors are capable of supplying such products, the Iowa City VA HCS will open competition to their products.
11. 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.

Michele Miller 8/1/14

Name: Michele Millers  
Title: Assistant Chief Engineer  
Facility: Iowa City VA HCS

11-15-13  
Date

12. 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.

Daniel J. Torrence  
Name: Reviewed/Approved By:  
Title: Daniel J. Torrence  
Facility: Contracting Officer

7-9-14  
Date

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

[Signature]  
Name  
Network Contract Manager  
VISN/PCA X

8/1/14  
Date

Title  
Facility