

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, Indianapolis Medical Center Need a CPT brush block for the PET/CT system. 583-14-4-179-0900. **Justification for Other Than Full and Open Competition.**
2. **Nature and/or Description of the Action Being Processed:** P.O. being requested for purchase of CPT brush block. PartSource, 777 Lena Dr Aurora OH 44202 1-877-497-6412. Firm-fixed price acquisition.
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** New CPT brush block required to put unit (PET/CT) back fully operational. EE# 67143. Delivery date: 08/20/2014. Total: 9,265.00.

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):**

Partsource is able to provide the item needed quicker and at a lower cost than Siemens. Siemens cost is \$9,600 and Partsources cost is \$9,102.00 and they can have it overnighted. If the part is not received and the system goes completely down, patients will have to be canceled.

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

Siemens and Partsource were contacted. Partsource was able to provide the item at a lower price and they could have it overnighted.

7. **Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable:** This cost is fair and reasonable

as Partsource can provide the item \$480 less than Siemens. Partsource \$9,120.00. Siemens \$9,600.00.

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

Siemens and Partssource were contacted. Partssource was able to provide the item at a lower price and they could have it overnighted.

**9. Any Other Facts Supporting the Use of Other than Full and Open Competition: None**

**10. Listing of Sources that Expressed, in Writing, an Interest in the Acquisition: PartsSource, 777 Lena Dr Aurora OH 44202.**

**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:**  
Should a requisition of this nature recur, the market will be surveyed.

**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.



Jennifer DeFrancesco  
Chief Biomedical Engineer  
Indianapolis VAMC

18Aug2014  
Date

**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 Date  
NCM/Supervisory Contract Specialist (as appropriate)  
Network 11 Contract Office

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

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

- 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