

Attachment A: 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 04, James E. Van Zandt Medical Center is request the service and parts to fix the Philips Healthcare ultrasound CX 50 and return it to functioning service.
2. **Nature and/or Description of the Action Being Processed:** The James E. Van Zandt Medical Center is requesting the service and parts needed from Philips Healthcare to return our Philips Healthcare CX50 Ultrasound Unit to working condition.
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** The James E. Van Zandt Medical Center requires the following:

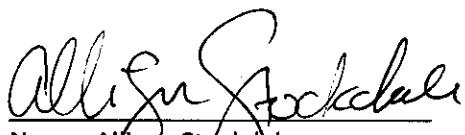
Description/Part Number*	Qty	Price	Extended Amount
Labor	1	\$ 640	\$ 640.00
Travel	1	\$ 640.00	\$ 640.00
Channel Board	1	\$ 10,732.00	\$ 10,732.00

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;
 - (x) (2) Unusual and Compelling Urgency per FAR 6.302-2;
5. **Demonstration that the Contractor's Unique Qualifications or Nature of the Acquisition Requires the Use of the Authority Cited Above (applicability of authority):** Philips Healthcare is the only vendor qualified to provide OEM new parts and service for the CX50 ultrasound units. VHA has a requirement to only provide OEM new parts into medical devices. Additionally, there is an unusual and compelling urgency to place this unit back into service since Cardiology patients are currently being redirected to the local community hospital for these diagnostic studies which are normally performed at the James E. Van Zandt Medical Center.
6. **Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:** At this time, Philips Healthcare is the only vendor qualified to provided certified OEM parts and services for the Philips Healthcare CX50 Ultrasound unit.
7. **Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable:** This is procurement is considered fair and reasonable based on the GSA Contract # V797P-2238D.

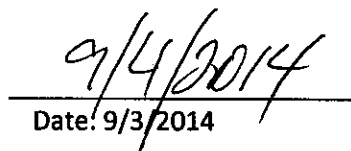
Service Area Office, East
Department of Veterans Affairs
323 North Shore Drive, Suite 500
Pittsburgh, PA 15212

Memorandum 2011-003
December 28, 2010

8. **Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted:** Market Research was not conducted because Philips Healthcare is the only vendor certified to provide OEM new parts and service.
9. **Any Other Facts Supporting the Use of Other than Full and Open Competition:**
10. **Listing of Sources that Expressed, in Writing, an Interest in the Acquisition:**
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:**
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.

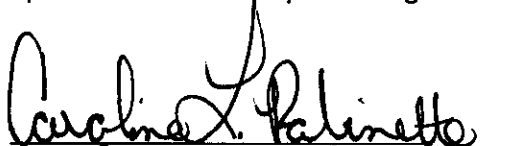


Name: Allison Stockdale
Title: Biomedical Engineer
Facility: James E. Van Zandt Medical Center

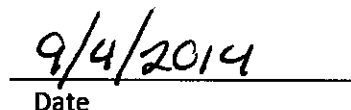

Date: 9/3/2014

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 Caroline L. Robinette
Title Contracting Officer
Facility James E. Van Zandt VAMC


Date

- b. **One Level above Contracting Officer:** I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief. *This signature may be the VISN NCM if the Contracting Officer and Contracting Supervisor is the same individual.

Michael E. Koontz
Name Michael E. Koontz
Title Supervisory Contract Specialist
Facility James E. Van Zandt VAMC

9-4-14
Date

- c. **NCM :** I certify the justification meets requirements for other than full and open competition.

Name
Network Contract Manager
VISN X

Date

- d. **SAO East:** I certify the justification meets requirements for other than full and open competition.

Jeffrey R. Ryan
Director
Service Area Office, East

Date

- e. **VHA HCA's 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 (over \$50 million), approve (up to \$ 50 million) for other than full and open competition.

Joseph A. Williams, Jr. RN, BSN, MPM
Head of Contracting Activity (HCA)
Veterans Health Administration

Date

Service Area Office, East
Department of Veterans Affairs
323 North Shore Drive, Suite 500
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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
Office of Acquisition and Logistics
Senior Procurement Executive (SPE)
Department of Veterans Affairs

Date