

Chapter VI: Other Than Full and Open Competition (OFOC) SOP  
Attachment 3: Request for Sole Source Justification Format >\$150K

DEPARTMENT OF VETERANS AFFAIRS

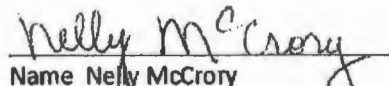
Justification and Approval (J&A)  
For  
Other Than Full and Open Competition (>\$150K)

1. **Contracting Activity:** Department of Veterans Affairs, NCO 01, West Haven Medical Center  
Procurement for: West Haven VAMC, Business Office, 2237 689-15-2-7061-0030 (\$4,403,500.00)
2. **Nature and/or Description of the Action Being Processed:** Emergency contract for special Mode (Wheelchair) Transportation service.
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** West Haven has a continuing need for special mode (wheelchair) transportation. A new contract was awarded in August. Due to unforeseen issues with the vendor the Task Order was closed. A "Bridge" contract is needed to cover the period that it will take to re-solicit this requirement. This contract will be for 10 months (February 7, 2015 through November 30, 2015) with the vendor who held the last successful contract.
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;
  - (X) (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):** (2) Unusual and Compelling Urgency (FAR 6.302-2, 6.303-2(a)(9)(ii)) Continuation of the special mode transportation is needed at once to preclude impairment of healthcare delivery capabilities and mission performance. Without this continued service Veterans will not receive needed transportation to their healthcare appointments and will not receive the care they require and are entitled to.
6. **Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:** There is currently an action to procure this vitally needed service.
7. **Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable:** Market research has shown that the current rates with the incumbent vendor are fair and reasonable. Price increases are reflective of an ongoing investigation by Department of Labor. The Vendor was paying a labor rate of \$12.50 to \$13.00 and the Service Contract Act reflects

Chapter VI: Other Than Full and Open Competition (OFOC) SOP  
Attachment 3: Request for Sole Source Justification Format >\$150K

a rate of \$17.80 for Newington, CT and \$16.58 for West Haven which has significantly increased the proposed prices, however this was competed in April 2014 and the current rates proposed by the vendor are within the competitive range of solicitations received.

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. This action was competed in April 2014. The rates are still considered to be current and competitive
9. **Any Other Facts Supporting the Use of Other than Full and Open Competition:** No other vendor could provide the fleet of vehicles required to perform this service. The lead time for ordering special mode vehicles for livery service is lengthy and costly. With the current constraints transition and implementation would be impossible while maintaining continuity of services.
10. **Listing of Sources that Expressed, in Writing, an Interest in the Acquisition:** the following vendors have shown interest: American Chair Car, CT Handivan, DATTCO, Executive Medical Transportation, KTS Solutions, Inc. Transportation Management Solutions and VetTrans.
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:** Currently we are working with Veterans Transportation Service to provide us with a Subject Matter Expert in anticipation of a new contract that will properly reflect the requirements of the State of Connecticut. We are also seeking the support of other government agencies to provide transportation within the community to reduce the overall volume of this service. We anticipate re-solicitation for these services in April of 2015. Our expectation is that the new requirements will increase competition and reduce overall cost.
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 Nelly McCrory  
Title Business Implementation Manager  
West Haven VAMC

February 6, 2015  
Date

13. **Approvals in accordance with the VHAPM, Volume 6, Chapter VI: OFOC SOP.**

- a. **Contracting Officer's Certification (required):** I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief.

Lorrie A.  
Baines 154610  
Lorrie Baines  
Supervisory Contract Specialist  
NCO1

Digitally signed by Lorrie A. Baines 154610  
DN: cn=gov, dc=va, o=Internal,  
ou=procure,  
c=US, email=Lorrie.Baines@  
va.gov, cn=Lorrie A. Baines 154610  
Date: 2015.02.06 15:12:21 -0500

2/6/2015  
Date

Chapter VI: Other Than Full and Open Competition (OFOC) SOP  
Attachment 3: Request for Sole Source Justification Format >\$150K

- b. **Director of Contracting /Designee (Required \$150K and above):** I certify the justification meets requirements for other than full and open competition.

Deborah F. Mattingly 180153

Digitally signed by Deborah F. Mattingly 180153  
DN: cn=Deborah F. Mattingly, o=Department of Veterans Affairs,  
ou=Department of Veterans Affairs, email=Deborah.F.Mattingly@va.gov, c=US  
Mattingly 180153  
Date: 2015.02.06 15:02:56 -0500

Deborah Mattingly  
NCO 01 Director of Contracting

Date

- c. **SAO (If over 650K):** I certify the justification meets requirements for other than full and open competition.

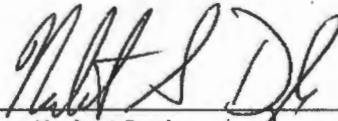


Name Eldred Jackson  
Acting Director, Service Area Office East

Date

2/6/15

- 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 \$12.5 million) or approve (\$650K to 12.5 million) for other than full and open competition.



Name Norbert Doyle  
VHA Head of Contracting Activity (HCA)  
Department of Veterans Affairs

Date

2/6/15