

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, VA Health Care Systems.

NCO23 Minneapolis Contracting Office  
708 South 3<sup>rd</sup> Street Suite 200E  
Minneapolis, MN 55415  
2237 # 618-15-1-6023-0014 RFP # VA263-15-R-0098

2. **Nature and/or Description of the Action Being Processed:**

The VAHCS must purchase the required items from this vendor on a sole source basis in order for the item to be standardized and compatible with the existing doorways and hardware that are located throughout the facility. Full and open competition is not required, per authority of FAR 6.302-1 (a) (2), when only one responsible source and no other supplies or services will satisfy the agency's requirements for a unique supply or service available from only one source. Prices are determined to be fair and reasonable based upon past procurement history and comparison of prices to current commercial price list. VA Transaction #618-15-1-6023-0014.

3. **Description of Supplies/Services Required to Meet the Agency's Needs:**

The contractor shall replace one existing slider glass door set with Stanley Dura-Glide series doors. The replacement work must be performed during non-business hours, such as weekends or evenings. The Minneapolis VA has Stanley brand door sets located dominantly throughout the facility. The VA maintenance personnel stock parts for Stanley doors and are trained and experienced to repair this brand.

4. **Statutory Authority Permitting Other than Full and Open Competition:** Full and open competition is not required, per authority of FAR 6.302-1 (a) (2), when only one responsible source and no other supplies or services will satisfy the agency's requirements for a unique supply or service available from only one source.

5. **Demonstration that the Contractor's Unique Qualifications or Nature of the Acquisition Requires the Use of the Authority Cited Above (applicability of authority)**

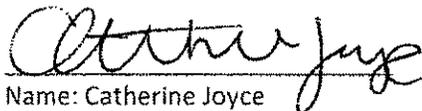
The VAHCS must purchase the required items from this vendor on a sole source basis in order for the item to be compatible for use with the existing VA owned brand name equipment. Market research has shown that this item is sold exclusively through the manufacturer, and products are patented or proprietary, and are not available from any other source. Stanley does not offer training to third party vendors at this time.

6. **Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:** This product and service is only sold through Stanley Access Technologies. No other vendor can install Stanley brand doors.

7. *Describe all efforts taken (or to be taken) to ensure that offers are solicited from as many potential sources as practicable under the circumstances. The following issues should be addressed in this paragraph:*

*There will be a continual verification with Stanley Access Technologies that they have not opened up their proprietary systems to third party vendors.*

8. Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable: Based on past years and other service contracts, this price is fair and reasonable.
9. Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted: No Market research was performed. The manufacture of this equipment does not offer third party vendor participation.
10. Any Other Facts Supporting the Use of Other than Full and Open Competition: Not at this time.
11. Listing of Sources that Expressed, in Writing, an Interest in the Acquisition: Stanley Access Technologies.
12. 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: The VA cannot consider any other vendors at this time, as long as Stanley Access Technologies continues to keep their product proprietary.
13. 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.
  - a. I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief.



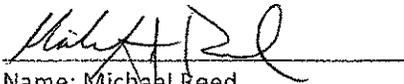
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Chief: Engineering Projects Section  
Facility: MVAHCS – Minneapolis, MN

10-27-14  
Date



Name: Kevin Schieber  
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Name: Michael Reed  
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Date