

**JUSTIFICATION AND APPROVAL DOCUMENT FOR A LIMITED SOURCE  
AWARD UNDER A FEDERAL SUPPLY SCHEDULE**

- 1. Contracting Activity:** Department of Veterans Affairs  
Office of Acquisition and Logistics  
Technology Acquisition Center  
260 Industrial Way West  
Eatontown, NJ 07724
- 2. Description of Action:** This proposed sole source action is for a not to exceed (NTE) six (6) month, firm-fixed-price delivery order issued under General Services Administration (GSA) Federal Supply Schedule (FSS), Schedule 70 Contract Number GS-35F-5014H with Gartner Incorporated, for research, advisory and technical services for the Department of Veterans Affairs (VA), Office of Information Technology (OIT) executive leadership, which will be managed by the Information Technology Acquisition Strategy and Business Relationship Office. A competitive solicitation for research, advisory and technical services is anticipated to be awarded within ninety (90) days; as such, this sole source action will include a termination clause which will be enacted upon award of the competitive order to eliminate duplicative services for the same requirement.
- 3. Description of Supplies or Services:** VA OIT is currently utilizing a variety of Gartner's services such as access to Gartner's research databases, access to Gartner Subject Matter Expert (SME) analysts and requesting ad-hoc support for on-going projects that support key VA and OIT initiatives. The following Gartner Licenses are required to provide the required research, advisory and technical services for each VA OIT Executive Leader (Seat) during this not to exceed (NTE) six (6) month order:

Description	Quantity (Seats)
Gartner for IT Executives CIO: Signature	4
Gartner for IT Executives CIO: Essentials	5
Gartner for Enterprise IT Leaders	3
Gartner for EXP HR	1
Gartner for IT Leaders: Advisor	5
Core Research: Advisor	7

The total estimated price of the proposed action is [REDACTED].

- 4. Statutory Authority:** The statutory authority permitting a limited source award is Federal Acquisition Regulation (FAR) 8.405-6(a)(1)(i)(B).
- 5. Reason for Authority Cited:** The proposed source for this action is Gartner Incorporated, 4501 N. Fairfax Drive 8<sup>th</sup> Floor, Virginia 22203. The specific aforementioned licenses are required for up to six (6) months in order to provide seamless support while a competitive procurement is solicited and awarded.

## Justification and Approval Document for a Limited Source Award Under a Federal Supply Schedule - Gartner Licenses

Without this support, an interruption in the research, advisory and technical services will cause unacceptable schedule delays for active projects; estimated to be 90-120 days in the absence of this critical support. Further, a disruption in service would also eliminate a key decision support tool for the VA OIT leadership and would adversely impact Major Initiative efforts.

Currently, VA OIT obtains research, advisory and technical services from Gartner via Federal Supply Schedule contract #GS-35F-5014H, order #VA118-11-F-0164, which was awarded April 1, 2011 and will expire on September 30, 2011. On August 15, 2011 solicitation #VA118-11-RP-0564 was issued for a Blanket Purchase Agreement for Professional Development Services, which in part included research, advisory and technical services. However, VA OIT leadership decided to change the acquisition strategy to better support the needs of the organization; and as a result solicitation #VA118-11-RP-0564 was cancelled on September 2, 2011. Due to the recent change in acquisition strategy and the current contract expiring on September 30, 2011, this proposed action is the only approach that will avoid ramp-up delays and ensure that VA OIT maintains seamless support while a competitive action is solicited and awarded.

The proposed action will allow VA OIT Executive leadership to receive the support required on crucial VA initiatives and will enable a seamless transition to the future awardee of the imminent GSA Schedule 70 competitive solicitation. The competitive order is scheduled to be in place by late first quarter / early second quarter of FY2012.

- 6. Efforts to Obtain Competition:** Market research was conducted, details of which are in the market research section of this document. This effort did not yield any additional potential sources that could provide seamless research, advisory and technical support while the competitive procurement is solicited and awarded. Due to the critical need for continuity of support, there is no competition anticipated for this acquisition.
- 7. Actions to Increase Competition:** A competitive solicitation for these services will be issued on GSA Schedule 70 during the first quarter of FY2012 with an anticipated award date no later than first quarter/early second quarter of FY2012. Additionally, the resultant order of the proposed action will include a termination for convenience clause which will be enacted upon award of the competitive order.
- 8. Market Research:**

The Government's technical experts performed market research by conducting a search on GSA for sources that can provide the aforementioned services. While other sources were determined to have the capabilities needed to perform the type of work associated with this effort, only Gartner possesses the specific capabilities and experience relating to the current OIT projects and initiatives necessary to provide the seamless support required during this transition. The Government's technical experts

Justification and Approval Document for a Limited Source Award Under a Federal  
Supply Schedule - Gartner Licenses

determined that only Gartner can complete the research, advisory and technical services for OIT for the next three (3) to six (6) months, while a competitive action is solicited and awarded.

**9. Any other facts supporting the use of other than full and open competition: N/A**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]