

**Department of
Veterans Affairs**

Memorandum

Date: March 25, 2016

From: Contracting Officer, Acquisition Business Service (003B5)

Subj: Sole Source Memorandum for award to West Publication, a Thomson Reuters Business

To: File

In accordance with Federal Acquisition Regulation 13.106(b)(1)(i) this memorandum documents the decision to solicit from only West Publication Corporation for legal reference material as an open market procurement for the following subscription publications;

41843888	Federal CIV JUD PROC & RULES FG16	2
41843893	FED EVIDENCE HNDBK 16 ED FG16	1
41849321	USCA GEN INDEX ALL FY UPKP FG16	1
41849324	USCA GEN INDEX PNT FY UPKP FG16	1
41856018	USCA T10(1-500) FG16	1
41855972	USCA T10(1061-1206A) FG16	1
41857630	USCA T10(1207-1579) FG16	1
41856022	USCA T10(14301-E) FG16	1
41857494	USCA T10(1580-2302) FG16	1
41857631	USCA T10(2302A-2420) FG16	1
41855973	USCA T10(2421-2684) FG16	1
41857632	USCA T10(2684A-3570) FG16	1
41856020	USCA T10(3571-6370) FG16	1
41857628	USCA T10(501-821) FG16	1
41856021	USCA T10(6371-9300) FG16	1
41855971	USCA T10(822-858B) FG16	1
41856019	USCA T10(859-919A) FG16	1
41857629	USCA T10(920-1060B) FG16	1
41857633	USCA T10(9301-14300) FG16	1
41856752	USCA T38 ALL FG16	60
41856733	USCA T5 ALL FG16	2
41845326	VET APPEALS REP AS DISCOUNTED FG16	60
41849335	VET APPEALS REP FY UPKP FG16	60

The Board of Veterans Appeals (BVA) utilizes these publications to provide a reliable legal reference source to assist the legal staff of all levels in their decisions, appellate decisions, and in the adjudication of claims for Veterans Affairs (VA) benefits.

Single Source Memorandum
VA101-16-Q-0064
West Publishing Corporation

Market research was conducted by the Contract Specialist (CS) Michelle Bailey on March 23, 2016, via the internet and email to ascertain the availability of the required items listed above under West Publishing Corporation General Service Administration (GSA) Federal Supply Schedule (FSS). The CS contacted West Publishing Corporation to ascertain if they had any authorized small business resellers. West Publishing Corporation confirmed that they did not have any authorized resellers.

With this information the CS reviewed West Publishing Corporation FSS. The review did not show that all the required items were available under schedule. An email was sent to West Publishing Corporation asking if they would verify that the above listed items were offered under their current schedule. On the same date Chris Huan from West Publishing provided a quote for the required items. In the quote Mr. Huan distinguished those items that were on schedule from those that were open market. The total quoted price for the order is \$50,965.69;

Therefore based on the information gathered in the market research it is hereby determined that the requirement would be procured on a Sole Source basis as an open market requirement.

The anticipated cost for these publications is \$50,965.69. West Publishing Corporation has offered a substantial discount on all the items listed above. The price for these items has been determined to be fair and reasonable to the government based on current market availability, discount from both the schedule and open market pricing.

For future procurements of this type of publication, VA personnel will continue to research the industry to try to determine other cost-effective alternatives.

**ROSA M
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Rosa M. Lachapel
Contracting Officer

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