

DEPARTMENT OF VETERANS AFFAIRS

Justification and Approval

For

Other Than Full and Open Competition (OTFOC)  
Bulk Laundry/Linen Services – VA Pittsburgh Healthcare System

1. **Contracting Activity:** Department of Veterans Affairs, VISN 4, VA Pittsburgh Healthcare System (VAPHS), Contracting Office (90C-A), 1010 Delafield Road, Pittsburgh, PA 15212. Purchase request transaction number 646-12-1-5049-0003.
2. **Nature and/or Description of the Action Being Processed:**  
Justification for OTFOC applies to a short term one (1) month contract that will provide for continuation of critical mission support bulk laundry/linen services while a long term contract is being negotiated. The Government anticipates award of a new firm fixed price requirements contract to Balfurd, Inc., the incumbent Contractor.
3. **Description of Supplies/Services Required to Meet the Agency's Needs:**  
This contract is for bulk laundry/linen services with an estimated contract value of \$91,000.00, and the period of performance is November 1-30, 2011. The following are line items and estimated quantities for this contract:

General Linen	152,272	lbs.
OR/Surgery	3,070	lbs.
Mops	4,182	lbs.
Uniforms	159	lbs.
Patient Clothing	182	lbs.
Hemming	46	ea.
Soiled Linen Bags	2	cs.
Various replacement items (scrubs, pjs, robes, etc.)	771	ea

The Contractor will furnish the physical plant (at an off-site location), all linen items, labor, supervision, management, management support, supplies, ancillary equipment, vehicles and materials necessary for accomplishment of complete laundry/linen services, to the three (3) VA Pittsburgh Healthcare System Divisions located at University Drive C, Pittsburgh, PA 15215; 1010 Delafield Road, Pittsburgh, PA 15215; and 7180 Highland Drive, Pittsburgh, PA 15206.

4. **Statutory Authority Permitting Other than Full and Open Competition:** 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):** VAPHS is in the process of awarding a long-term contract for bulk/laundry linen services under RFP #VA-244-11-0106. This procurement was delayed due to staffing shortages in the VAPHS Contracting Office, however, proposals for this requirement were received 10-26-11 and are currently being evaluated. While the long-term contract is being negotiated, a short-term solution is being implemented so that these critical mission support services can continue without

interruption. Bulk laundry services (including rental of linens/textiles) are necessary to maintain healthcare services to Veteran beneficiaries. If this requirement is not fulfilled, the VAPHS will not be operational. This short-term solution represents a minimal period of performance to meet the unusual and compelling urgency of maintaining support services that are integral to running three (3) VAPHS divisions. Award will be made to the incumbent Contractor who provides services in accordance with practices established by the Association for Linen Management (ALM), Dry Cleaning and Laundry Institute (DLI), Textile Rental Services Association (TRSA) and accepted industry standards and who performs all work under the sanitary conditions as specified by The Joint Commission (TJC).

6. **Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:** An Intent to Sole Source advertisement was published in FedBizOpps on 10-22-11, and no responses were received. Because VAPHS does not own any linens/textiles, the Contractor must furnish these on a rental basis as part of the contract, as well as provide laundering services. It was determined that conducting a competitive competition for this short time period could result in a potential interruption of these mission-critical services due to the significant time and resources which would be required to implement services with a new contractor.
7. **Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable:** The contracting officer has determined that the anticipated cost will be considered fair and reasonable based on historical usage and unit pricing which has been in effect since 10-1-2009. Pricing for the same bulk laundry services was negotiated for the previous contract. It is anticipated that Balfurd will hold the same pricing of its previous interim contract #VA244-P-1729. This is the Option Year I pricing from Balfurd's previous competitively bid Contract #VA244-P-00992. The market has remained stable. The pricing for this acquisition will be based on the negotiated pricing and wage rates that were considered fair and reasonable during the award and exercise of the option year of the competitive contract.
8. **Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted:** Market research was previously conducted for the long-term acquisition which is currently underway to determine market conditions for this acquisition and the availability of small businesses to fulfill this requirement. Market research indicated that there is adequate small business competition; however, as indicated in par. 6, it was determined that conducting a competitive competition for this short time period could result in a potential interruption of these mission-critical services due to the significant time and resources which would be required to implement services with a new contractor. The incumbent contractor is a small business, and the long-term solicitation was set-aside for small business. This is a commercial, non-developmental service. Techniques used to conduct market research included online search of the Central Contractor Registration database, VetBiz database, and an examination of the acquisition history and experience with the marketplace under the previous acquisition for the same services.
9. **Any Other Facts Supporting the Use of Other than Full and Open Competition:** Bulk laundry services are mission-critical. The Government must use every available option to ensure there is no interruption in bulk laundry services in order to maintain the operation of the three (3) divisions of the VAPHS. The Contractor's services are provided in accordance with TJC, ALM, DLI, TRSA and accepted industry standards.
10. **Listing of Sources that Expressed, in Writing, an Interest in the Acquisition:**

No responses were received to the Intent to Sole Source advertisement placed on 10-22-11.

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: A competitive acquisition for ground ambulance services is currently underway, and this is being conducted as a small business set-aside.

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: RICKY ROGERS

Title: Chief, Environmental Mgt. Service

Facility: VAPHS

10-27-11

Date

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: KATHLEEN S. POLICCHIO

Title: Contracting Officer

Facility: VAPHS

10-27-11

Date