

LIMITED SOURCES JUSTIFICATION

ORDER >\$150,000

FAR PART 8.405-6

Acquisition Plan Action ID: VA262-16-AP-6307

This acquisition is conducted under the authority of the Multiple Award Schedule Program. The material or service listed in par. 3 below is sole source, therefore, consideration of the number of contractors required by FAR Subpart 8.4 – Federal Supply Schedules, is precluded for the reasons indicated below.

Restricted to the following source: Provide original manufacturer's name for material or contractor's name for service. (If a sole source manufacturer distributes via dealers, ALSO provide dealer information.)

Manufacturer/Contractor: Alcazar Trades, Inc.

Manufacturer/Contractor POC & phone number: Ms. Margaret Alvarez (210) 722-6469

Mfgr/Contractor Address: 8632 Fredericksburg Rd, Ste 130, San Antonio, TX 78240-1208

Dealer/Rep address/phone number: _____

☒ The requested material or service represents the minimum requirements of the Government.

(1) AGENCY AND CONTRACTING ACTIVITY:

Department of Veterans Affairs

Network Contracting Office 22

4811 Airport Plaza Drive

Suite 600

Long Beach, CA 90815

VISN:

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(2) NATURE AND/OR DESCRIPTION OF ACTION BEING APPROVED:

Janitorial Services and Supplies for the VA Loma Linda Healthcare System (VALLHS), Ambulatory Care Center (ACC) located at 260001 Redlands Blvd, Redlands, CA 92373. VALLHS has an urgent requirement to maintain the cleanliness of the ACC, a 277,000 square foot building. Janitorial Services is crucial in maintaining and sanitizing the facility in compliance with The Joint Commission (TJC), Environment of Care (EOC) standards for Healthcare Facilities.

VALLHS requires a general and specific healthcare cleaning contract for the ACC to include general areas/lobby, admin offices, elevators, canteen, clinical exam rooms, blood draw and sterile processing service spaces.

(3) (a) A DESCRIPTION OF THE SUPPLIES OR SERVICES REQUIRED TO MEET THE AGENCY'S NEED:

Contractor shall provide all of the labor, material, equipment and supervision to perform janitorial services and supplies for the ACC.

Contractor shall provide a Project Manager and be required to be on-site during the hours of 07:00 a.m. to 08:30 p.m. for a total of thirteen and a half (13.5) hours per day Monday through Friday and 07:00 a.m. to 04:30 p.m. for a total of nine and a half (9.5) hours Saturday. Janitorial personnel shall be

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determined based on the square footage of the clinic and clinic areas in operation. Hours of work are 07:00 a.m. to 08:30 p.m. for a total of thirteen and a half (13.5) per day Monday through Friday and 07:00 a.m. to 04:30 p.m. for a total of nine and a half (9.5) hours Saturday.

Services shall include, but not limited to the following: Emergency cleaning, service restrooms, general policing, inclement weather responsibilities, trash removal, disposal of infectious/hazardous waste, spot clean carpet, mopping (dust/damp), servicing drinking fountains, restrooms, gurneys, wheelchairs and carts, exam rooms, technical areas, waiting room furniture, employee lounge/dining area, walk-off mat cleaning, and mental health kitchen, vacuum carpet, linen distribution, low dusting, vinyl composite tile and sheet vinyl, warehouse, carpet cleaning, machine scrub ceramic tile floors, high dusting, clean light fixtures, window coverings, spot clean doors, venetian blinds, terminal cleaning of rooms and clean chairs.

Period of performance shall be from June15, 2016 through December 14, 2016 (6 months)

(b) ESTIMATED DOLLAR VALUE: \$450,000.00

(c) REQUIRED DELIVERY DATE: December 14, 2016

(4) IDENTIFICATION OF THE JUSTIFICATION RATIONALE (SEE FAR 8.405-6), AND IF APPLICABLE, A DEMONSTRATION OF THE PROPOSED CONTRACTOR'S UNIQUE QUALIFICATIONS TO PROVIDE THE REQUIRED SUPPLY OR SERVICE. (CHECK ALL THAT APPLY AND COMPLETE)

☐ Specific characteristics of the material or service that limit the availability to a sole source (unique features, function of the item, etc.). Describe in detail why only this suggested source can furnish the requirements to the exclusion of other sources.

☐ A patent, copyright or proprietary data limits competition. The proprietary data is:
(If FAR 8.405-6(a)(2)iii before posting. Do not include specific proprietary data. Only mention the type of equipment, procedure, etc. to show that proprietary supplies or services are being procured.)

☐ These are "direct replacements" parts/components for existing equipment.

☐ The material/service must be compatible in all aspects (form, fit and function) with existing systems presently installed/performing. Describe the equipment/function you have now and how the new item/service must coordinate, connect, or interface with the existing system.

☐ The new work is a logical follow-on to an original Federal Supply Schedule order provided that the original order was placed in accordance with the applicable Federal Supply Schedule ordering

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procedures. The original order must not have been previously issued under sole source or limited source procedures.

☒ An urgent and compelling need exists, and following the ordering procedures would result in unacceptable delays.

FAR 6.302-2 Unusual and Compelling Urgency applies to this procurement. Due to the nature of the requirement and the urgency in which a resolution is required in order to prevent impairment of healthcare delivery capabilities.

Housekeeping Service requirements at the ACC were reprogrammed late in the fiscal year. This places the facility and patients receiving services at the facility, at risk because there will be no janitorial services performed during the extended duration of activation tasks. The janitorial service is crucial in reducing the health risks of the staff until the permanent contract is executed in providing permanent housekeeping services for the ACC.

Alcazar Trades, Inc. (ATI) is being requested without competition at this time due to the emergent need to provide janitorial services and supplies for the ACC and to avoid any disruption in the activation process for this new facility.

ATI has the necessary and required staff to begin the services immediately; their employees have already gone through and completed all of the necessary background investigations required by the Department of Veterans Affairs. ATI is currently working in the primary facility at the main campus of VALLHS located at 11201 Benton St, Loma Linda, CA 92357 and is well qualified to work in the healthcare environment with the staff and resources to support this short term emergent need. ATI has a proven track record in maintaining the VALLHS in compliance with the Joint Commission (TJC) standards of Cleanliness.

If services are not provided at the ACC, the facility will be jeopardized for not being in compliance with TJC and EOC standards for Healthcare Facilities.

Therefore, it is determined to be in the best interest of the Government to issue ATI a six (6) month purchase order to obtain the janitorial services requested and required for the ACC.

(5) DESCRIBE WHY YOU BELIEVE THE ORDER REPRESENTS THE BEST VALUE CONSISTENT WITH FAR 8.4 TO AID THE CONTRACTING OFFICER IN MAKING THIS BEST VALUE DETERMINATION:

The anticipated costs do not meet the threshold for requiring certified cost and pricing data however, sufficient data exists from previous and current prices that VALLHS is currently paying for janitorial services also, the independent Government cost estimate submitted by the Using Service.

(6) DESCRIBE THE MARKET RESEARCH CONDUCTED AMONG SCHEDULE HOLDERS AND THE RESULTS OR A STATEMENT OF THE REASON MARKET RESEARCH WAS NOT CONDUCTED:

Based on urgent and compelling urgency, market research was not conducted due to the emergent need that exists at the present time.

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(7) ANY OTHER FACTS SUPPORTING THE JUSTIFICATION:

Due to the urgent need, there isn't enough time to go through the procurement process; a six (6) month task order for the janitorial services and supplies is in the best interest of the Government, while a long-term contract is being established. The Using Service will be working on the procurement package for a term contract and will be submitting it to the NCO for processing.

(8) A STATEMENT OF THE ACTIONS, IF ANY, THE AGENCY MAY TAKE TO REMOVE OR OVERCOME ANY BARRIERS THAT LED TO THE RESTRICTED CONSIDERATION BEFORE ANY SUBSEQUENT ACQUISITION FOR THE SUPPLIES OR SERVICES IS MADE

The Using Service will be submitting a complete procurement package to the NCO to establish a long-term contract for Janitorial Services and Supplies for the ACC.

(9) 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. I understand that processing of this limited sources justification restricts consideration of Federal Supply Schedule contractors to fewer than the number required by FAR Subpart 8.4. *(This signature is the requestor's supervisor, fund control point official, chief of service or someone with responsibility and accountability.)*

<u>Eric S. Woods, Assistant Chief EMS</u>	<u>6/3/2016</u>
SIGNATURE	DATE
<u>Colette Mays</u>	<u>Service Chief</u>
NAME	TITLE
<u>VA Loma Linda Healthcare System, Ambulatory Care Center</u>	<u>Environmental Management</u>
FACILITY	SERVICE LINE/SECTION

(10) 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.

Digitally signed by IMELDA M. MARTINEZ 172851
DN: cn=gov, o=va, ou=internal, ou=people,
c=US, email=imelda.martinez@va.gov, cn=IMELDA M.
MARTINEZ 172851
Date: 2016.06.03 09:04:41 -0700
IMELDA M. MARTINEZ 172851
CONTRACTING OFFICER/DESIGNEE'S SIGNATURE

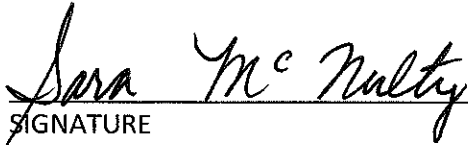
June 03, 2016
DATE

Imelda Martinez, Contracting Officer
NAME AND TITLE

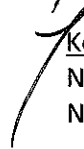
Network Contracting Office 22
FACILITY

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b. **Director of Contracting/DESIGNEE:** I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief.


SIGNATURE

4/3/16
DATE

 Kevin Blanchard
NAME
NCO 22, Director of Contracting