

Attachment A: 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 4, *James E. Van Zandt* VA Medical Center – Station 503
2. **Nature and/or Description of the Action Being Processed:**  
Code blue/Nurse call system shall be provided and installed by a Dukane certified vendor.
3. **Description of Supplies/Services Required to Meet the Agency's Needs:**  
Provide and install Code Blue/Nurse Call system. Work shall be completed by a certified Dukane vendor to match the existing Dukane system and to maintain the integrity and ensure that the system functions as designed. Vendors not certified by Dukane would void the existing system because Dukane would not certify another vendors work. To install a new/additional system would not be cost effective or beneficial to the government.
4. **Statutory Authority Permitting Other than Full and Open Competition:**
  - ( X ) (1) Only One Responsible Source and No Other Supplies or Services Will Satisfy Agency Requirements per FAR 6.302-1;
  - ( ) (2) Unusual and Compelling Urgency per FAR 6.302-2;
  - ( ) (3) Industrial Mobilization, Engineering, Developmental or Research Capability or Expert Services per FAR 6.302-3;
  - ( ) (4) International Agreement per FAR 6.302-4
  - ( ) (5) Authorized or Required by Statute FAR 6.302-5;
  - ( ) (6) National Security per FAR 6.302-6;
  - ( ) (7) Public Interest per FAR 6.302-7;
5. **Demonstration that the Contractor's Unique Qualifications or Nature of the Acquisition Requires the Use of the Authority Cited Above (applicability of authority):**  
In order to keep our nurse call system uniform throughout the medical center we use one manufacturer. Using one manufacturer allows for appropriate servicing and ensures proper communication throughout the system.
6. **Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:**  
Because the existing system is a Dukane system work must be completed by a Dukane certified vendor. More than one certified Dukane vendor can bid on this work.

7. **Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable:**

This work is part of a larger project that has a detailed cost estimate that includes communications.

8. **Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted:**

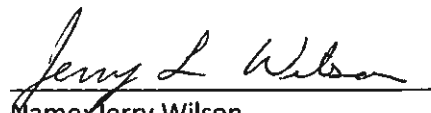
Because the existing system is a Dukane system work must be completed by a Dukane certified vendor. More than one certified Dukane vendor can bid on this work.

9. **Any Other Facts Supporting the Use of Other than Full and Open Competition:** N/A

10. **Listing of Sources that Expressed, in Writing, an Interest in the Acquisition:** N/A

**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:** N/A Only One Responsible Source and No Other Supplies or Services Will Satisfy Agency Requirements per FAR 6.302-1

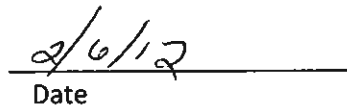
11. **Requirements Certification:** I certify that the requirement outlined in this justification is a Bona Fide Need of the Department of Veterans Affairs and that the supporting data under my cognizance, which are included in the justification, are accurate and complete to the best of my knowledge and belief.



Name: Jerry Wilson

Title: General Engineer

Facility: VISN 4 VAMC Altoona, PA



Date

12. **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: Daniel P. Shea

Title: Contracting Officer

02-02-2012

Date

Facility: VISN 4 VAMC Altoona, PA

**One Level above Contracting Officer:** I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief. \*This signature may be the VISN NCM if the Contracting Officer and Contracting Supervisor is the same individual.

\_\_\_\_\_  
Name:  
Title: Supervisory Contract Specialist  
Facility: VISN 4 VAMC Altoona, PA

\_\_\_\_\_  
Date

- b. **NCM:** I certify the justification meets requirements for other than full and open competition.

\_\_\_\_\_  
Name:  
Network Contract Manager  
VISN 4 VAMC Altoona, PA

\_\_\_\_\_  
Date

- c. **SAO East:** I certify the justification meets requirements for other than full and open competition.

\_\_\_\_\_  
Jeffrey R. Ryan  
Director  
Service Area Office, East

\_\_\_\_\_  
Date

- d. **VHA HCA's Review and Approval:** I have reviewed the foregoing justification and find it to be complete and accurate to the best of my knowledge and belief and recommend approval (over \$50 million), approve (up to \$ 50 million) for other than full and open competition.

\_\_\_\_\_  
Joseph A. Williams, Jr. RN, BSN, MPM  
Head of Contracting Activity (HCA)

\_\_\_\_\_  
Date

Service Area Office, East  
Department of Veterans Affairs  
323 North Shore Drive, Suite 500  
Pittsburgh, PA 15212

Memorandum 2011-003  
December 28, 2010

Veterans Health Administration

- e. **VHA Senior Procurement Executive Approval (over \$50 million):** I have reviewed the foregoing justification and find it to be complete and accurate to the best of my knowledge and belief and approve for other than full and open competition.

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Jan R. Frye  
Deputy Assistant Secretary  
Office of Acquisition and Logistics  
Senior Procurement Executive (SPE)  
Department of Veterans Affairs

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Date