

JUSTIFICATION FOR OTHER THAN FULL AND OPEN COMPETITION DUE TO SOLE SOURCE REQUIREMENT

REQUIRED INFORMATION
1. FACILITY NUMBER-NAME- CITY, STATE: <i>636A8-Iowa City, Iowa</i>
2. VISN OR PROGRAM ACTIVITY: <i>23</i>
3. POC NAME AND TELEPHONE NUMBER: <i>Becky Espey, 319-338-0581 x6407</i>
4. PROPOSED ACTION: <i>Sole Source Procurement of SERVICE</i>
<p>5. DESCRIPTION OF REQUIREMENT: <i>Cost-per-copy digital copiers that can efficiently use recycled paper. Copiers must have multifunctional options including the ability of becoming a: network printer, fax, and/or a scanner with five volume bands offered. The cost-per-copy prices include all fees for rental of equipment, accessories, all consumable supplies (except paper), shipping/delivery, installation/removal, operator training, and all maintenance including parts, labor, and travel.</i></p> <ul style="list-style-type: none"> • Supplies/Equipment: Technical Characteristics can include, but are not limited to model, make, part number, color, size, quantity, delivery date, etc. Services: Refer to the statement of work, statement of objective, or performance work statement for your description.
<p>6. STATUTORY AUTHORITY PERMITTING OTHER THAN FULL AND OPEN COMPETITION: <i>Only One Source Reasonably Available</i></p> <ul style="list-style-type: none"> • FAR 6.302-1 Only one responsible source and no other supplies or services will satisfy agency requirements • FAR 8.405-6 Limited sources justification and approval • FAR 13.106-1(B) SAP Requirements – Soliciting From a Single Source • This is a reference to the part of the Federal Acquisition Regulation that allows an item to be purchased without being fully competed. This statement serves as a point of reference in case the justification is questioned. In this case, it would be reviewed for its relativity to this part of the Federal Acquisition Regulation.
<p>7. NATURE & BACKGROUND OF ACQUISITION TO JUSTIFY SOLE SOURCE: <i>The existing contract term was April 1, 2007 – May 31, 2011 and then extended until 12/28/11 by the VISN. A new contract was not solicited before expiration, therefore, Iowa City wants to create a bridge contract to cover the costs until the VISN gets a new contract in place (attached is a list of all copiers). The VISN estimates a new contract will be awarded by the end of FY 2012. To replace the equipment with another contract source would require a new solicitation prepared, assessed and awarded. Once awarded, the current contractor will need a reasonable amount of time to remove the Konica-Minolta machines. Logistics must assess the needs of the facility and work with the new contractor to place the new multi-function copiers. Experience with transitioning three different times, this process normally takes 3-6 months, therefore, using the current contractor would be in the best interest of the government. Estimated cost is \$15,000 per month for 6 months = \$90,000.</i></p> <ul style="list-style-type: none"> • Describe the minimum salient characteristics that will meet your needs. This is the area where you explain why no other vendor anywhere can supply this requirement for you. Acceptable reasons for "sole source" include (but are not limited to): bound by contract, technical order specification, warranty service, or regional standardization. If the reason for sole source is determined locally, offer what market research or clinical guidelines led to the decision. If this item is included in an allowance standard for War Reserve Materiel (WRM), cite the allowance standard, required source, and stock number for this item. NOTE FOR WRM PURCHASES: The Defense Logistics Agency is your primary source for WRM equipment. Be sure to determine availability from a DLA item manager before contracting for WRM equipment. If DLA cannot meet your timelines for WRM equipment, your urgency may be further justification for other than full and open competition. See your Medical Logistics Flight Commander for more details.
<p>8. PROVIDE INFORMATION SHOWING MARKET RESEARCH WAS CONDUCTED: <i>See paragraph 7.</i></p> <ul style="list-style-type: none"> • This justification is for why no other vendor anywhere can supply your item or service and still meet your

needs. Your rationale for barring other vendors is crucial to your justification. If you already cited the statutory reason for a sole source, state, "See paragraph 7". If your rationale for a sole source purchase was determined locally, offer an explanation of the source selection process you went through to determine your sole source requirement. Unacceptable reasons include (but are not limited to) personal taste, good relationship with existing vendor, or one's comfort level with a particular vendor.

- Describe the similarities and differences in vendors for the product that you are aware of that could assist or prevent the purchaser from obtaining the best value for you. Be sure to name the vendors. This section will help the purchaser decide which vendors are available to purchase this item from. If market research was not conducted, state it AND the reason that there was no market research.

9. PRICE ANALYSIS "FAIR AND REASONABLE": *Konica-Minolta has extended the current GSA pricing and maintenance pricing. Monthly fees identified in the list of copiers attached. The Contracting Officer will determine if the pricing is fair and reasonable.*

- This section is mandatory. Do not leave this section blank. Even though this must be purchased from only one source, you must still obtain a quote from the vendor for this purchase. This way you are able to verify added costs for delivery, your geographic region, or installation. Cite the pricing here. If you purchased this item before, compare this price to what you paid last time. Cite this here as well.

10. LISTING OF SOURCES EXPRESSING INTEREST IN THIS REQUIREMENT: *Konica-Minolta*

- Enter or attach contact information for sources you cited in the description of your source selection. If sole source by statute, regulation, or standard, list contact information for that source here.

11. FUTURE ACTION TO OVERCOME BARRIER TO OTFOC: *The VISN is conducting market research.*

- This section fulfills the legal requirement to affirm that the selection of a singular source for this requirement is an anomaly and that action will be taken in the future to ensure full competition in the future. The reason this is needed is to describe how the government will make an effort in the future to fully comply with standard acquisition practices and not resort to creating unnecessary partnerships with few vendors at the risk barring full competition to circumvent the FAR. By signing this, you are telling the contracting officer to avoid the processes that assure best value and fairness in this acquisition. If the reason for sole source purchase is because of statute, standard, or regulation, enter "THE SOURCE FOR THIS PURCHASE IS REQUIRED IAW [cite the standard here]."

SUBMITTED BY:

Signature: Rebecca L. Espey

Department/Requestor

Date: 3/8/12

SIGNED BY:

Signature: Todd Upde

Warranted Contracting Officer

Date: 3-9-12

APPROVED BY:

Signature: [Signature]

NCM or Product Line Supervisor

Date: 3/9/12

Note: Anything that is over 500K will need to strictly follow the SOP J&A Attachment.

[Signature]
03/09/2012