

## DEPARTMENT OF VETERANS AFFAIRS

### Justification and Approval Under

### Simplified Acquisition Procedures (SAP) For Restricting Competition under FAR 13.106-1(b)(1) "Single Source"

**1. Contracting Activity:**

Department of Veterans Affairs, Network Contracting Office (NCO) 20, for the Alaska VA Medical Center (VAMC).

**2. Nature and/or Description of the Action Being Processed:**

This procurement under PR # 463-12-1-426-0001 is for a Firm-Fixed-Price purchase of Project Facilitation Services for the Alaska VAMC in Anchorage, AK. In accordance with FAR 6.001(a), acquisitions conducted under FAR 13 for SAP are exempt from the requirements of FAR Part 6, but still require a justification using the format of FAR 6.303-2, IAW the VHA SOP for Other Than Full And Open Competition dated 3-22-2011.

**3. Description of Supplies or Services Required to Meet the Agency's Needs:**

This requirement supports the third and final phase for the Alaska VHA 2009 Systems Redesign Capability Grant – Employee Development. The primary focus of the third phase is to focus on employee development through job instruction training. A major initiative of this phase is to facilitate leadership communication/actions and complete the writing of the SR Grant Report which would include the employee development element.

The services required under this contract action involve the facilitation of four sessions with senior leadership to enhance communication, performance improvement and to further cultural transformation. The Contractor shall also develop and deliver the final version of the SR grant Report to VA leadership for submission to the Office of Systems Redesign.

The delivery date for the completion of all four leadership sessions and the final version of the report is December 30, 2012. The Independent Government Estimate (IGE) for the total project cost is \$51,600.00. The IGE is based on previous acquisition history for similar services.

**4. Statutory Authority Permitting Restriction in Competition:**

The statutory authority for restricting competition under SAP, or Single Sourcing, for acquisitions under \$150,000 or Simplified Acquisition Threshold (SAT) is 41 U.S.C. 253(c), as implemented by FAR 13.106-1(b)(1). The specific reason for restricting competition is only one responsible source will satisfy agency requirements. These services are deemed to be available only from the original source for ongoing development and finalization of the Grant Report and leadership development as it is likely that award to any other source would result in substantial duplication of cost and effort to the Government that is not expected to be recovered through competition.

**5. Demonstration that the Contractor's Unique Qualifications or Nature of the Acquisition Requires the Use of the Authority Cited Above (applicability of authority):**

Under a previous contract (VA260-09-0540), Focus Consulting Group (FCG) initiated the performance improvement actions with senior leadership in order to implement the goals of the Systems Redesign Capability Grant. FCG also initiated the development of the SR Grant written report based on the activities and actions taken.

In working with VA senior leadership, FCG has facilitated and coordinated the development of a framework for VA senior leadership to clarify the outcomes and actions of their strategic planning efforts. This has involved developing organizational priorities, strategies, timelines, and success measures. FCG has facilitated senior leadership workgroups in developing strategies for team building, goals and priority setting. The purpose of the follow-on contract is to build on these previous actions and finalize the senior leadership efforts to meet the goals of the SR grant.

Under the previous contract FCG developed a draft report of the efforts undertaken so far under the SR grant efforts. FCG worked with the other SR Grant contractors and the VA Quality Scholars (who still have outstanding deliverables in the third year of the SR Grant Report). This follow-on contract will document and finalize the SR grant report.

FCG has unique and significant historical knowledge of the VA senior leadership actions and style attained through previous facilitation sessions. The relationship attained by FCG with local leadership team has proven successful in pushing the organization forward; award to another source would set the leadership team back in terms of establishing trust and confidence in an "advisor/facilitator" on sensitive matters. FCG also has the historical knowledge to integrate previous historical actions with the actions yet to be performed in the final SR grant report. Award to any other source would result in substantial duplication of cost and effort to the Government and possible delays for the completion of the project.

**6. Description of Efforts Made to Ensure that Offers are Solicited from As Many Potential Sources as Deemed Practicable IAW FAR 13.104:**

Based on the circumstances outlined in paragraph 5, no other sources were solicited.

**7. Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable – IAW FAR 13.106-3:**

The anticipated dollar value for this contract is \$51,600.00. The Contracting Officer will determine that the anticipated price will provide the best value based on historical price analysis. In addition, comparison with the unit prices of GSA Schedule holders will support the fair and reasonable determination. Travel costs will be in accordance with the Federal Travel Regulations.

**8. Description of the Market Research Conducted and the Results, or Statement of Reasons Market Research was not Conducted (FAR 10):**

Based on the circumstances outlined in paragraph 5, no other Market Research was conducted.

**9. Any Other Facts Supporting the Restriction of Competition:**

This is a follow-on contract to finalize the SR Grant activities. FCG has a unique understanding of the Alaska VA core values and work environment, senior leadership roles, responsibility, and authority, and organizational authority, gained through previous workgroup sessions.

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


No sources expressed in writing an interest in this acquisition. See paragraph 6 and 8 above.

**11. Statement of 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:**

This contract will complete and finalize all activities under the SR grant. It is anticipated that no further acquisitions will be acquired.

**12. Requirements Certification - IAW FAR 6.303-2(c):**

I certify that the requirement outlined in this justification is a bonafide 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: Victor Rosenbaum

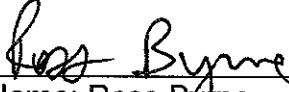
Position: Executive Assistant to the Director



Date:

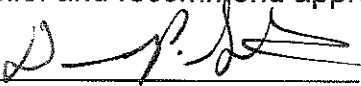
**13. Approvals IAW VHA SOP 3.22.11:**

- 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: Ross Byrne  
Contracting Officer  
NCO 20 Services Acquisitions Team

3-9-2012  
\_\_\_\_\_  
Date

- b. **Acquisition Manager'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 for other than full and open competition.

  
\_\_\_\_\_  
David Stokes  
NCO 20 Team Manager

3/7/12  
\_\_\_\_\_  
Date