

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, Altoona PA. Station 503. *"Justification for Other Than Full and Open Competition."* Purchase Request Number 503-12-4-5071-0326 – *Construction Services for FCA Reconfigure Loading Dock.*
2. **Nature and/or Description of the Action Being Processed:** This facility has a requirement to correct exiting deficiencies within the Altoona campus. During this process, flush valves will be installed in the new restroom. This work will be accomplished utilizing a Firm Fixed Price contract. The solicitation for this procurement shall be advertised for a minimum of 30 calendar days in order to obtain competition from qualified Service Disabled Veteran Owned Small Business (SDVOSB) concerns. Included in the solicitation is a requirement for five (5) individual Sole Source product requirements. This Sole Source Justification details item **5 of 5**. Item number 05 on the Sole Source Product Listing is for the **Flush Valves "Zurn"**, this action will be awarded as part of the new contract requirement as described above.
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** Flush Valves manufactured by "Zurn". This flush Valve is facility standards. The facility stocks and maintains Zurn flush valves only. These valves are installed throughout the hospital and considered to be a "Higher Quality" which provides better operations and less down time. Therefore any other flush valve would not work as a substitute and be substantial duplication of cost.
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):** The Flush Valve manufactured by Zurn is currently the hospitals standard. The quality of this valve has exceeded others in the past when used in the facility

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

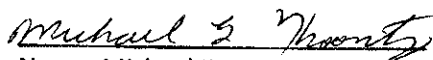
Memorandum 2011-003  
December 28, 2010

  
Name: Jerry Wilson  
Title: Assistant Facilities Chief Engineer  
Facility VISN 4 – VAMC Altoona, Pa

6/20/12  
Date

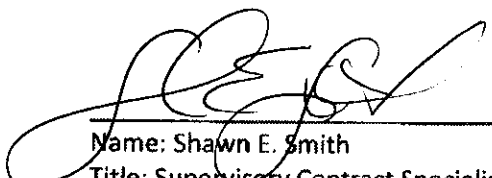
**13. Approvals in accordance with FAR 6.304** *This part is filled out by Contracting Staff as part of the Justification*

- 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: Michael Koontz  
Title: Contracting Officer  
Facility: VISN 4 – VAMC Altoona, PA

29 JUN 12  
Date

- b. **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: Shawn E. Smith  
Title: Supervisory Contract Specialist  
Facility: VISN 4 – VAMC Altoona, Pa

25 JUN 12  
Date

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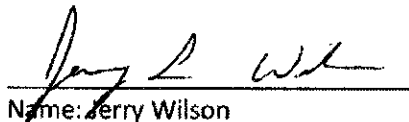
Other Than Full and Open Competition

1. **Contracting Activity:** Department of Veterans Affairs, VISN 4, James E. Van Zandt VA Medical Center, Altoona PA. Station 503. *"Justification for Other Than Full and Open Competition."* Purchase Request Number 503-12-4-5071-0326 – *Construction Services for FCA Reconfigure Loading Dock.*
2. **Nature and/or Description of the Action Being Processed:** This facility has a requirement to renovate the existing warehouse within the Altoona campus. This work will be accomplished utilizing a Firm Fixed Price contract. The solicitation for this procurement shall be advertised for a minimum of 30 calendar days in order to obtain competition from qualified Service Disabled Veteran Owned Small Business (SDVOSB) concerns. Included in the solicitation is a requirement for five (5) individual Sole Source product requirements. This Sole Source Justification details item **4 of 5**. Item number 04 on the Sole Source Product Listing is for the purchase and installation of **"Software House" entry/exit card readers**, this action will be awarded as part of the new contract requirement as described above.
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** Card Readers manufactured by "Software House". The card reader security system currently installed throughout the hospital is the system provided and maintained by Software House and their authorized representative (MEI Systems Inc) which is considered "Sole Proprietor" and other systems are not compatible. Therefore any other systems would not work as a substitute and be substantial duplication of cost.
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):** The Card Reader System manufactured and maintained by Software House and their authorized representative is currently the system utilized

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(This signature is the requestor's supervisor, fund control point official, chief of service, someone with responsibility and accountability)



Name: Jerry Wilson  
Title: Assistant Chief Facilities  
Facility VISN 4 – VAMC Altoona, Pa

6/20/12  
Date

**13. Approvals in accordance with FAR 6.304** This part is filled out by Contracting Staff as part of the Justification

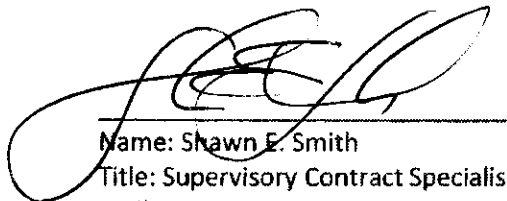
- a. **Contracting Officer's Certification: (required)** I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief.



Name: Michael Koontz  
Title: Contracting Officer  
Facility: VISN 4 – VAMC Altoona, PA

25 JUN 12  
Date

- b. **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: Shawn E. Smith  
Title: Supervisory Contract Specialist  
Facility: VISN 4 – VAMC Altoona, Pa

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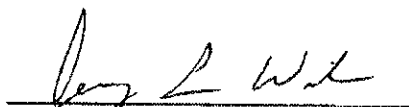
Other Than Full and Open Competition

1. **Contracting Activity:** Department of Veterans Affairs, VISN 4, James E. Van Zandt VA Medical Center, Altoona PA. Station 503. *"Justification for Other Than Full and Open Competition."* Purchase Request Number 503-12-4-5071-0326 – *Construction Services for FCA Reconfigure Loading Dock.*
2. **Nature and/or Description of the Action Being Processed:** This facility has a requirement to renovate the existing warehouse within the Altoona campus. This work will be accomplished utilizing a Firm Fixed Price contract. The solicitation for this procurement shall be advertised for a minimum of 30 calendar days in order to obtain competition from qualified Service Disabled Veteran Owned Small Business (SDVOSB) concerns. Included in the solicitation is a requirement for five (5) individual Sole Source product requirements. This Sole Source Justification details item ~~4~~ <sup>5</sup> of 5. Item number ~~04~~ <sup>5</sup> on the Sole Source Product Listing is for the **Fire Alarms "Notifier"**, this action will be awarded as part of the new contract requirement as described above.
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** Fire Alarms System manufactured by "Notifier". The Fire Alarm System currently installed throughout the hospital is the system provided and maintained by Notifier which is considered "Sole Proprietor" and other systems are not compatible. Therefore any other systems would not work as a substitute and be substantial duplication of cost.
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):** The Fire Alarm System manufactured and maintained by Notifier is currently the system utilized throughout the hospital. To utilize another system would require the hospital staff to not only learn the use of another system, but may also lead to confusion

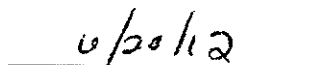
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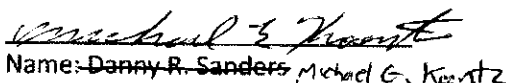
Name: Jerry Wilson  
Title: Assistant Chief Facilities  
Facility VISN 4 – VAMC Altoona, Pa



Date

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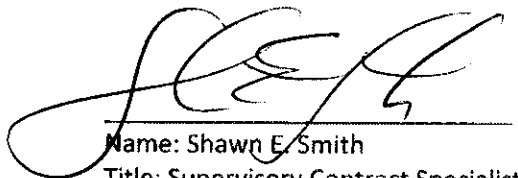


Name: ~~Danny R. Sanders~~ Michael G. Kuznetz  
Title: Contracting Officer  
Facility: VISN 4 – VAMC Altoona, PA

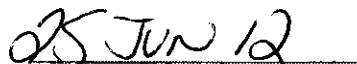


Date

- b. **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: Shawn E. Smith  
Title: Supervisory Contract Specialist  
Facility: VISN 4 – VAMC Altoona, Pa



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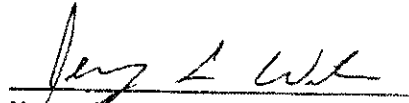
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Other Than Full and Open Competition

1. **Contracting Activity:** Department of Veterans Affairs, VISN 4, James E. Van Zandt VA Medical Center, Altoona PA. Station 503. "Justification for Other Than Full and Open Competition." Purchase Request Number 503-12-4-5071-0326 – Construction Services for FCA Reconfigure Loading Dock.
2. **Nature and/or Description of the Action Being Processed:** This facility has a requirement to renovate the existing warehouse within the Altoona campus. This work will be accomplished utilizing a Firm Fixed Price contract. The solicitation for this procurement shall be advertised for a minimum of 30 calendar days in order to obtain competition from qualified Service Disabled Veteran Owned Small Business (SDVOSB) concerns. Included in the solicitation is a requirement for five (5) individual Sole Source product requirements. This Sole Source Justification details item **2 of 5**. Item number 02 on the Sole Source Product Listing is for the **Faucets "Chicago"**, this action will be awarded as part of the new contract requirement as described above ~~"Renovate Boiler Plant"~~ *Reconfigure Loading Dock* and will be awarded as a Firm Fixed Price Contract.
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** Faucets manufactured by "Chicago". This faucet is facility standards. The facility stocks and maintains Chicago Faucets only. These faucets are installed throughout the hospital and considered to be a "Higher Quality" which provides better operations and less down time. Therefore any other faucet would not work as a substitute and be substantial duplication of cost.
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;
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  - ( ) (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):** The faucet manufactured by Chicago is currently the hospitals standard. The quality of this faucets has exceeded others in the past when used in the facility

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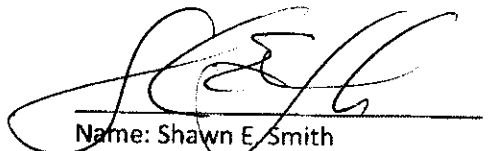
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Name: Michael Koontz  
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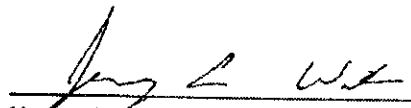
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2. **Nature and/or Description of the Action Being Processed:** This facility has a requirement to renovate the existing warehouse within the Altoona campus. During this process, the replacement of existing valves and additional new valves is expected. This work will be accomplished utilizing a Firm Fixed Price contract. The solicitation for this procurement shall be advertised for a minimum of 30 calendar days in order to obtain competition from qualified Service Disabled Veteran Owned Small Business (SDVOSB) concerns. Included in the solicitation is a requirement for five (5) individual Sole Source product requirements. This Sole Source Justification details item 1 of 5. Item number 01 on the Sole Source Product Listing is for the Ball Valves "Apollo Conbraco Industries", this action will be awarded as part of the new contract requirement as described above ~~"Renovate Boiler Plant"~~ *FCA Reconfigure Loading Dock* and will be awarded as a Firm Fixed Price Contract.
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** Ball Valves manufactured by "Apollo Conbraco". This Ball Valve is facility standards. The facility stocks and maintains Apollo Conbraco valves only. These valves are installed throughout the hospital and considered to be a "Higher Quality" which provides better operations and less down time. Therefore any other valve would not work as a substitute and be substantial duplication of cost.
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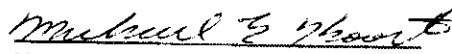
12. **Requirements Certification:** I certify that the requirement outlined in this justification is a Bona Fide Need of the Department of Veterans Affairs and that the supporting data under my cognizance, which are included in the justification, are accurate and complete to the best of my knowledge and belief.  
(This signature is the requestor's supervisor, fund control point official, chief of service, someone with responsibility and accountability)

  
Name: Jerry Wilson  
Title: Assistant Chief Facilities  
Facility VISN 4 – VAMC Altoona, Pa

6/6/12  
Date

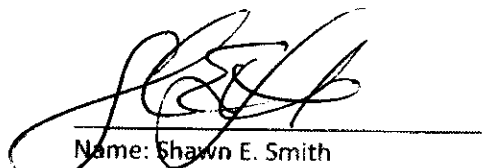
13. **Approvals in accordance with FAR 6.304** This part if filled out by Contracting Staff as part of the Justification

- 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: Michael Koontz  
Title: Contracting Officer  
Facility: VISN 4 – VAMC Altoona, PA

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Name: Shawn E. Smith  
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