

**DEPARTMENT OF VETERANS AFFAIRS**

**Justification and Approval (J&A)  
For  
Other Than Full and Open Competition (>\$150K)**

**Acquisition Plan Action ID:** 612-18-1-476-0011 Emergency RTLS InstrumenTrac Software Renewal

**Contracting Activity:** *Department of Veterans Affairs, VISN 21, Northern California Medical Center  
Transaction Number – 612-18-1-476-0011*

1. **Nature and/or Description of the Action Being Processed:** *This requirement will be awarded on a sole source basis. The requirement is for the continued subscription of the RTLS InstrumenTrac Software/License for Fresno, CA, Las Vegas, NV, Martinez, CA, San Francisco, CA, Palo Alto, CA and Livermore, CA. Customer wasn't able to get the 2237 in before the subscription expired so the effective date will be December 1, 2017. Contracting gave customer verbal to continue service. The software is needed for patient care and used during sterile processing of equipment. Approval is being requested for the base and option years of this requirement.*
2. **FAR13.5 Simplified Procedures for Certain Commercial Items:** *This procurement is for RTLS InstrumenTrac Software for 4 sites. in accordance with FAR 13.5 Simplified Procedures for Certain Commercial Items and specifically FAR 13.501 Special Documentation Requirements, where acquisitions conducted under Simplified Acquisition Procedures are exempt from the requirements of FAR Part 6, but still require a justification using the format of FAR 6.303-2.*
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** *This isn't a new requirement but a continuation of the use of current software and licenses. The requirement includes 1 base year and 2 option years.*
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):** *Censis Technology is a small business and there are no other vendors that can provide this software and the associated license.*
6. **Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:** *This proprietary software. Only companies Censis Technology authorizes would be able to provide this software and licenses.*

7. **Determination by the CO that the Anticipated Cost to the Government will be Fair and Reasonable:** *The anticipated cost are considered to be considered fair and reasonable. Current prices have been compared to historical purchases.*
8. **Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted:** *This is a sole source award. Due to the proprietary nature of this software, no additional market research is warranted.*
9. **Any Other Facts Supporting the Use of Other than Full and Open Competition:** *There are no other supporting facts.*
10. **Listing of Sources that Expressed, in Writing, an Interest in the Acquisition:** *There is no list of sources that expressed interest in the Acquisition.*
11. **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:** *There are no actions to take that will remove the barrier to competition.*
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.

  
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Facility

13. **Approvals in accordance with the [VHAPM Part 806.3 OFOC SOP](#):** *This part if filled out by Contracting Staff as part of the Justification*
  - a. **Contracting Officer or Designee's Certification (required):** I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief.  
  
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Contracting Officer
  - b. **One Level Above the Contracting Officer (Required over\$150K but not exceeding \$700K):** I certify the justification meets requirements for other than full and open competition.  
  
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Contracting Officer