

**DEPARTMENT OF VETERANS AFFAIRS**

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

**Acquisition Plan Action ID:** 36C244-18-AP-2485

1. **Contracting Activity:** Department of Veterans Affairs  
Network Contracting Office 4  
Services 1  
1400 Black Horse Hill Road  
Building 16  
Coatesville, PA 19320
  
2. **Nature and/or Description of the Action Being Processed:** The proposed action is a firm-fixed-price modification to requirements contract no. 36C24418P2767 to provide laundry cleaning and linen supply services to the Philadelphia VA Medical Center, 3900 Woodland Avenue, Philadelphia, PA 19104. This procurement action is specifically to evaluate and exercise the Option to Extend Service IAW FAR clause 52.217-8.
  
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** The contracting activity awarded contract no. 36C24418P2767 on March 28, 2018 for the contractor to process all soiled linen, uniforms, patient clothing, mops, etc., in addition to providing clean linen such as bed sheets, pajamas, towels and wash cloths, patient gowns, etc. The contract's period of performance was 6 months. The contract scheduled on September 30, 2018. The proposed action will allow for the extension of services up to six (6) months, or from October 1, 2018 through March 31, 2019. Any modification to extend this contract will allow the Government to solicit, compete and award the long-term follow-on contract for these services. The total estimated amount of this contract modification is \$454,928.58.
  
4. **Statutory Authority Permitting Other than Full and Open Competition:** FAR 6.302-1, Only one Responsible Source and No Other Supplies or Services Will Satisfy Agency Requirements.
  
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 proposed source is Stewart Distributors, 1560 Washington Road, Marion Center, PA 15759. The work requirements in contract no. 36C24418P2767 was competed via the [www.fbo.gov](http://www.fbo.gov) website (RFP 36C24418R0325). Stewart Distributors submitted a proposal and was awarded Contract 36C24418P2767. The contract contains FAR clause 52.217-8, Option to Extend Services, but the awarding Contracting Officer did not evaluate the price of the clause. Because this clause cannot be exercised per FAR 17.2 if it has not been evaluated, a Justification and Approval (J&A) is required to extend services. Due to workload demands, an extension to contract no. 36C24418P2767 is necessary for the contracting activity to award the competitive follow-on contract. The RFQ for the competitive follow-on contract is currently in the pre-solicitation phase. Since the current contract expired on September 30, 2018, there is not enough time for the contracting activity to ensure fidelity to acquisition regulations and legal sufficiency of the work product.

Although other potential sources may exist which can meet the requirement, it is anticipated that any other source would require sufficient lead time to include the Philadelphia VAMC in its weekly schedule. In addition, Stewart Distributors is currently providing this requirement which meets all sanitary conditions as specified by the Joint Commission (JC), VAMC policies, and industry standards. Without this requirement, a disruption in services could result in increased health risks and possible serious injuries to veteran and employees at the VISN 4 VAMCs.

6. **Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:** The Contracting Officer intends to post a sources sought notice for this requirement to the Federal Business Opportunities (FBO) website during the Pre-Solicitation phase of the follow-on competitive effort.
7. **Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable:** The Contracting Officer will determine price reasonableness IAW FAR Part 15.
8. **Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted:** See paragraph #6 above. Market Research will be conducted for the long-term competitive follow-on contract. The solicitation will allow for competition to the maximum extent possible.
9. **Any Other Facts Supporting the Use of Other than Full and Open Competition:** See paragraph #5 above.
10. **Listing of Sources that Expressed, in Writing, an Interest in the Acquisition:** None.
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:** See paragraphs #8-10 above.

**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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Ralph Johnson  
Environmental Management Services, Chief  
Philadelphia VAMC

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Date

**13. Approvals in accordance with the [VHAPM, Volume 6, Chapter VI: OFOC SOP](#).**

- a. **Contracting Officer'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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Brittney J. Parker  
Contracting Officer  
SAO-East/NCO 4  
Services 1

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October 1, 2018  
Date