

Attachment 2: Request for Sole Source Memo Format

DEPARTMENT OF VETERANS AFFAIRS

Justification and Approval

For

Other Than Full and Open Competition

1. **Contracting Activity:** Network 23 Contracting Office (NCO 23) – Iowa City, 1303 5th St, Suite 300, Coralville, IA. 52241. 636-13-3-4643-0403
2. **Nature and/or Description of the Action Being Processed:**
This will be a fixed price contract with the University of Iowa's Department Of Pediatrics, who will provide necessary labor to conduct work on Center for the Prevention and Treatment of Visual Loss Grant, C6810-C, by Randy Kardon, MD, PhD.
3. **Description of Supplies/Services Required to Meet the Agency's Needs:**
The University of Iowa will provide labor to process the following activities related to the funded research project: (1) Perform multi-electrode array (MEA) on blasted and sham mice at 7 days, 30 days, and 4 months after injury. (2) Analyze the data from these MEA recordings. Analysis includes spontaneous activity, receptive field size, and spiking activity in response to increasing light intensity. Provide tables, charts, images of recordings and analysis. (3) Provide preliminary data for an NIH and VA grant to be submitted June 2013 that demonstrates the potential neuroprotection of the retina after TBI. (4) In collaboration with Drs Harper and Kardon provide a draft of a manuscript to be submitted to IOVS. Estimated cost: \$35,000. Anticipated Date of Delivery: 9/30/2013.
4. **Statutory Authority Permitting Other than Full and Open Competition:** 41 USC §253(c)(1), as implemented by FAR 6.302-1.

 (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):**
Market research was conducted as part of the review process. No other vendor was identified in the funding process as meeting the specific requirements.
6. **Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:**
Market research was conducted as part of the review process. No other vendor was identified in the funding process as meeting the specific requirements.

7. Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable:

The Contracting Officer will make a fair and reasonable determination by using one of the following methods:

1. Comparison of proposed prices received in response to the solicitation.
2. Comparison of previously proposed prices and previous Government and commercial contract prices with current proposed prices for like items.
3. Use of parametric estimating methods/application of rough yardsticks to highlight significant inconsistencies that warrant additional pricing inquiry.
4. Comparison with competitive published price lists, published market prices of commodities, similar indexes, and discount or rebate arrangements.
5. Comparison of proposed prices with independent Government cost estimates.
6. Comparison of proposed prices with prices obtained through market research for the same or similar items.
7. Analysis of pricing information provided by the offeror.

8. Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted:

Market research was conducted by the Research Investigator as part of the review process. No other vendor was identified in the funding process as meeting the specific requirements.

9. Any Other Facts Supporting the Use of Other than Full and Open Competition: None.

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

University of Iowa Carver College of Medicine – Department of Pediatrics – 200 Hawkins Drive, Iowa City, Iowa, 52242. POC: Shelly Galbraith, email: Rochelle-Galbraith@uiowa.edu, phone: 319-356-0827

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:

We will be open to other sources in the future when making a new project application. The projects are funded through VA Central Office after peer reviews and a review of the budget and the investigators listed for their expertise.

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.

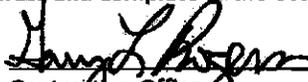
Kari Steinkamp
Digitally signed by Kari Steinkamp
DN: cn=Kari Steinkamp, o=Iowa City VA Health
Care System, ou=Research and Development,
email=kari.steinkamp@va.gov, c=US
Date: 2013.06.10 10:54:33 -0500

Name: Kari Steinkamp
Title: AO for Research
Facility: Iowa City VA Health Care System

_____ Date

13. Approvals in accordance with FAR 6.304

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


Contracting Officer
NCO 23 – Iowa City

6-18-13
Date

- b. **FCM (Required \$3K and above):** I certify the justification meets requirements for other than full and open competition and I approve for other than full and open competition.



Russell Grabill
Facility Contract Manager
NCO 23 – Iowa City

6/18/2013
Date

- c. **SAO (If over 500K):** I certify the justification meets requirements for other than full and open competition.

N/A

Name
Director
Service Area Office, East

Date

- d. **VHA HCA 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 (if over \$10million) or approve (\$500K to 10 million) for other than full and open competition

N/A

Name
Chief Procurement and Logistics Officer
VHA Head of Contracting Activity (HCA)

Date

- e. **VA Deputy Senior Procurement Executive Approval (over \$10 million but not exceeding \$50 million):** I have reviewed the foregoing justification and find it to be complete and accurate to the best of my knowledge and belief and approve for other than full and open competition.

N/A

C. FORD HEARD
Deputy Senior Procurement Executive (DSPE)
Office of Acquisition and Logistics
Department of Veterans Affairs

Date

- f. **VHA Senior Procurement Executive Approval (over \$50 million):** I have reviewed the foregoing justification and find it to be complete and accurate to the best of my knowledge and belief and approve for other than full and open competition.

N/A

Jan R. Frye
Deputy Assistant Secretary for Acquisition and Logistics
Senior Procurement Executive (SPE)
Department of Veterans Affairs

Date