

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:

Department of Veterans Affairs, VISN 3, VISN 3 Mental Health & Homeless Network Services

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

Sole source the creation of training simulations for Peer Support Specialists, Pain Management and provide upgrades to an existing Diabetes and Congestive Heart Failure Program to Kognito Interactive located at 130 West 25th Street, Suite 1001, New York, NY 10001.

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

Kognito will generate training simulation programs to be used on a personal computer to provide two interactive educational programs for veterans residing in the VISN 3 NY/NJ catchment area, and provide upgrades to the existing Diabetes and Congestive Heart Failure vendor-created programs. In addition, the vendor will provide technical support for all programs developed. The two interactive web-based programs is geared towards veterans within VISN 3 supporting their peers who may experience challenges adjusting to post-deployment life as a result of psychological distress; the second will focus on providing education and guidance on how to relieve and cope with pain.

The minimum features required for each of the two trainings simulations are:

- 1) Virtual characters that respond through body language, facial expressions and audio dialogue; that have their own emotional state and memory, which drive their reactions to users' decisions during the conversation.
- 2) The ability to record the users' decisions throughout the conversation so they can be analyzed to provide feedback on how effectively they handle certain points in the conversation.
- 3) Conversations built around a mathematical behavioral model which dictates the cause and effect relationship between users' decisions and the responses of the virtual characters. This ensures that learners are repeatedly exposed to conversation patterns as a way to develop skills.
- 4) Dynamic and open ended conversation architecture which adjusts to the decisions and tactics made by users during the conversation, impacts the character's emotional state and dictates the character's subsequent response.

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

SOP Other Than Full and Open Competition
Original Date (3/22/2011)

- () (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)

Based on Market Research and to the best of our knowledge, there is not another company that meets the listed requirements in the statement of work. Also, a sole source was awarded to Kognito Interactive (a small business) in May 2010 to develop similar training simulations. In addition, since the new SOW includes upgrades to existing training simulations created by Kognito, the service line feels that it is most appropriate for the selected vendor to make the modifications.

6. Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:

Market research was conducted to see if there were other vendors that were capable of meeting the needs of the SOW.

A special notice was published to fbo.gov seeking sources capable of meeting the requirements.

Google searches on relevant key words were conducted in order to find other sources.

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

Kognito is providing proprietary and customized interactive simulation services to VISN3. The VISN has allocated \$357,388.00 for this contract. The previous allocation for a similar set of interactive simulation services was \$400,000.

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 to see if there were other vendors that were capable of meeting the needs of the SOW. No sources were found.

A special notice was published to fbo.gov seeking sources capable of meeting the requirements. There were no responses.

Google searches on relevant key words were conducted in order to find other sources. No sources were found.

9. Any Other Facts Supporting the Use of Other than Full and Open Competition:

Kognito is a small business.

Kognito is providing proprietary and customized interactive simulation services to VISN3.

Kognito Interactive has a history of working with the VISN to create similar training simulations. Their work has proven to be effective and of great quality. In addition, since upgrades are needed to previously created Kognito projects, it is most appropriate for them to make the recommended changes. In addition, they are located in the VISN 3 catchment area which will make it more feasible to meet with VISN 3 subject matter experts and conduct the needed focus groups with veterans residing in the VISN 3 catchment area.

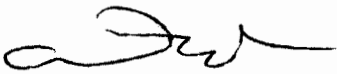
10. Listing of Sources that Expressed, in Writing, an Interest in the Acquisition:

Kognito Interactive

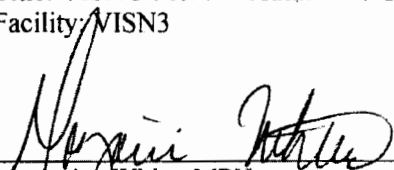
11. A Statement of the Actions, if any, the Agency May Take to Remove or Overcome any Barriers to Competition before Making subsequent acquisitions for the supplies or services required:

As part of its mission, the VISN 3 Mental Health & Homeless Network Services regularly monitors the marketplace for new and unique products and services that would be beneficial to our Veterans. Any subsequent acquisitions will take into account our knowledge of the dedicated healthcare simulations and interactive systems and will compete the requirement if possible.

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.


Ann Feder, LCSW
Title: VISN 3 Mental Health Care Line Manager
Facility: VISN3

8/6/13
Date


Morjorie White, MPH
VISN 3 MH & Homeless Deputy Network Manager
Facility: VISN3

8/6/2013
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.

Ward,
Christopher A.
Name: Christopher Ward
Title: Specialized Team Coordinator
Facility: NCO3

Digitally signed by Ward, Christopher A.
DN: cn=Ward, Christopher A.,
email=Christopher.Ward@va.gov, o=Veteran
Affairs
Date: 2013.08.06 09:13:58 -04'00'

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

jadwiga.kustra@va.gov
gov

Digitally signed by
jadwiga.kustra@va.gov
DN: cn=jadwiga.kustra@va.gov
Date: 2013.08.06 09:24:44 -04'00'

Yolanda Borges
Network Contract Manager
NCO3

Date

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

N/A
Name _____ Date _____
Director
Service Area Office, East

- 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 _____ Date _____
Chief Procurement and Logistics Officer
VHA Head of Contracting Activity (HCA)

- 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 _____