

Attachment B: Request for Sole Source Memo Format

DEPARTMENT OF VETERANS AFFAIRS

Justification and Approval For Other Than Full and Open Competition

Contracting Activity: Department of Veterans Affairs, VISN 04, VA Pittsburgh Healthcare System, 1010 Delafield Road, Pittsburgh, PA 15215. Purchase Request (2237) #646-13-4-4622-0081

Nature and/or Description of the Action Being Processed: Only One Responsible Source (Sole Source) Award, under the authority at 38 U.S.C. 8127 (b), to Hi-Def Contracting (a Verified Service Disabled Veteran Owned Small Business), 3046 Industrial Blvd., Bethel Park, PA 15102.

Description of Supplies/Services Required to Meet the Agency's Needs: Furnish and install Audi-Video Conferencing equipment, to include a Polycom HDX8000 with an Eagle Eye Camera, and related Software, to upgrade the video teleconferencing equipment in the Learning Exchange at VAPHS, Heinz Division. The cost of the service is \$42,307

Scope of Work:

- The VA will supply a Polycom HDX8000 with an Eagle Eye Camera. The system codec will be installed in the rack. The codec will be configured for IP network only. The codec will support People and Content
- Install VA supplied Eagle Eye Camera on the front wall
- Provide and install an Eagle Eye Camera on the rear wall
- Provide and install camera shelves for both cameras
- The AMX programming will be changed to support the new VTC system in the LEX and to remove the tie from the Annex Room for VTC capabilities
- Programming to support audio reconfiguration of the existing system
- On-Site Training: 1 session for up to 2 hours for 5 participants
- Ceiling Modifications to allow for cable installations
- Cutting, Patching, and Painting
- All necessary electrical requirements
- All necessary data requirements
- Daily Clean Up and Supervision

Statutory Authority Permitting Other than Full and Open Competition: 41 USC 253 (c) (1), as implemented by FAR 6.302-1.

- (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

- (X) (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;

FAR 6.302-1. Equipment is being integrated into an existing conference room system designed and installed by Hi-Def. Because of the complexity of the existing system and Hi-Def being the original installer and designer, will save the government time and money with using the vendor that provided the original system. Hi-Def has designed the standard for VAPHS.

41 USC §253(c), as implemented by FAR 6.302-5(a)(b), Authorized or Required by Statute. Citations: 15 U.S.C. Sole-source awards under the Veterans Benefits Act of 2003; P.L. 109-461 (implemented by the OALC IL 049-07-8) establishing SDVOSB's as priority over other small businesses in hierarchy at VA; VAAR 819.7004 establishing this priority; OAL's Veterans First Contracting Program allowing sole-source to SDVOSB's; and VAAR 819.7007: (a) A contracting officer may award contracts to SDVOSB concerns on a sole-source basis provided: (1) The anticipated award price of the contract (including options) will not exceed \$5 million; (2) The requirement is synopsised in accordance with FAR part 5; (3) The SDVOSB concern has been determined to be a responsible contractor with respect to performance; and (4) Award can be made at a fair and reasonable price. (b) The contracting officer's determination whether to make a sole source award is a business decision wholly within the discretion of the contracting officer. A determination that only one SDVOSB concern is available to meet the requirement is not required. (c) When conducting a SDVOSB sole source acquisition, the contracting officer shall ensure businesses are registered and verified as eligible in the VIP database prior to making an award.

The specific authority being used is at 38 U.S.C. Section 8127 (b)

Demonstration that the Contractor's Unique Qualifications or Nature of the Acquisition Requires the Use of the Authority Cited Above (applicability of authority):

All of the video teleconferencing work within the HZ Learning Exchange has been completed by Hi-Def so they have specific, technical knowledge of the building, the ductwork layout and any network issues that may be present within the building. Using another vendor at this point, would degrade the quality and functionality of the equipment.

Hi-Def Contracting has completed several projects at VAPHS. They consistently perform at a high level completing each project within budget and on time. Hi-Def is a local company which will enable them to complete the requested service within the timeframe required as to not delay this work requested for the HZ Learning Exchange.

Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable: N/A – Sole Source under the authority at 38 U.S.C. 8127 (b)

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

The Contracting Officer has obtained information from Hi-Def Contracting that verifies that they are charging the VA \$3,332 for the Camera for this proposed contract, and that they had charged the VA \$2,990 for the same Camera on a previous VA Contract VA244-13-C-0197. In addition, the information obtained also verified that Hi-Def Contracting is charging the same labor to install the Camera for this proposed contract, as they did to install the same Camera, under the above mentioned previous VA Contract. In addition, the COR of the previous above mentioned VA Contract, has indicated the overall price for equipment and services is fair and reasonable. (See emails from Hi-Def and VA COR Jeff Vuiller under S23, in the Solicitation Action Briefcase of the Contract File. In addition, the current COR Kimberly Toland has indicated that the price being charged by Hi-Def Contracting, is known to be typically low in price (lower than previous IGE and competitor's quotes, when competed).

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

Contracting Officer queried the GSA Federal Supply Schedule (FSS), only to verify that Hi-Def Contracting does not have a GSA FSS Contract. No other Market Research was conducted on the FSS, since all of the video teleconferencing work within the HZ Learning Exchange has been completed by Hi-Def Contracting, that has allowed them to have specific, technical knowledge of the building, the ductwork layout and any network issues that may be present within the building, thus making them the only responsible source, for this acquisition. Using another vendor at this point, would degrade the quality and functionality of the equipment. For this reason, the Contracting Officer has justified not using Federal Supply Schedule Contracts for this acquisition, and has obtained an Open Market Quote from Hi-Def Contracting, who is a local SDVOSB and is able to mobilize ASAP in order to meet the VA's tight time-frame for project completion.

The Sole Source to Hi-Def Contracting, as Service Disabled Veteran Owned Small Business in the open market, is based on the need to achieve continuity of the equipment/system design already installed in other VAPHS facilities by Hi-Def. Seamless connectivity and integration with existing VTC conference room systems already in place is important.

The items and services have been performed by Hi-Def Contracting in the commercial market and for the Federal Government, and therefore are considered commercial items.

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

Listing of Sources that Expressed, in Writing, an Interest in the Acquisition: None

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:

The Department of Veterans Affairs may consider competition for future similar requirements that do not have the connectivity issues and other constraints.

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: Kimberly A. Toland
Title: Business Resource Specialist
Department/Facility: VAPHS

8/15/13
Date

Approvals in accordance with FAR 6.304:

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

Ronald Mazzei
Name: Ronald Mazzei
Title: Contract Specialist
Facility: HJ Heinz

8/21/13
Date

VISN/PCA OA: I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief.

Name Date
Title
Facility

NCM/PCM: I certify the justification meets requirements for other than full and open competition.

John A. Pawlik for
Name Date
Network Contract Manager
VISN/PCA

8/20/13