DEPARTMENT OF VETERANS AFFAIRS

SOLE SOURCE JUSTIFICATION UNDER SIMPLIFIED PROCEDURES FOR CERTAIN COMMERCIAL ITEMS IN ACCORDANCE WITH FAR 13.5

Acquisition Plan Action ID: [redacted]

1. **Contracting Activity:** Department of Veterans Affairs
Network Contracting Office 16 (NCO 16)
5075 Westheimer Road, Suite 750
Houston, TX 77056

Organizational Activity: Department of Veterans Affairs
Micheal E. DeBakey VA Medical Center (MEDVAMC)
2002 Holcombe Boulevard
Houston, TX 77030

Requisition Number: [redacted]

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

This procurement is for the contractor to furnish all personnel to provide services necessary to perform onsite medical physics support for radiation oncology services to eligible beneficiaries of the Department of Veterans Affairs Michael E. DeBakey VA Medical Center (MEDVAMC), Houston, TX 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:**

The MEDVAMC have a continue urgent need for onsite Therapeutic Medical Physicists (TMP) support services. This proposed single source award (sole source) for this firm fixed price type contract will be procured through soliciting from a single source acquisition to Millbrook Support [redacted]

4. **Statutory Authority Permitting Restricted Competition:**
FAR 13.5 Simplified Procedures for Certain Commercial Items. The statutory authority for applying the Simplified Procedures for Commercial Items of FAR 13.5 is 41 U.S.C. § 1901 and is implemented by FAR 13.106-1(b)(2) for restricting competition on this procurement. **Competition is restricted on this procurement for the reason below**:

(x) Only One Responsible Source and No Other Supplies or Services Will Satisfy Agency Requirements
() Unusual and Compelling Urgency

( ) Industrial Mobilization, Engineering, Developmental or Research Capability or Expert Services
( ) International Agreement
( ) Authorized or Required by Statute
( ) National Security
( ) Public Interest

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

Continued need still exist for contractor to provide on-site medical physics support services. The current contract 36C25625P0581 end on 11-30-2025. MEDVAMC is currently in the process of hiring a permanent TMP employee to meet the needs. However, the hiring and recruitment process have caused some delays. Additionally, NCO 16 is working on a competitive long-term contract to ensure continuous coverage until TMPs are hired. In the interim, to address the immediate need and avoid service disruptions, a sole source request has been initiated to continue services with the incumbent contractor, Millbrook Support Services, for a period of three months. This emergency contract is crucial to maintaining uninterrupted delivery service during this transitional phase. A delay in the award of a contract to continue services, would result in medical complications for our Veterans. Due to these facts, if this requirement is not sole sourced, given the immediate need to continue services to ensure the stability of care to Veterans would affect patient safety. New company will need to be able to have highly critical, trained, knowledgeable providers, employees privilege, background check and surveillance procedures in place to start contract performance.

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

In accordance with FAR 10.001(a)(2) market research was conducted appropriate to the circumstance. Only one capable contractor can provide on-site medical physics support services due to continued need as identified in section 5 above.

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

An informal price analysis was conducted by the Contracting Officer and in accordance with FAR 13.106-3 it is anticipated that overall pricing will be determined fair and reasonable for the award amount of $460,000.00 when compared to the Independent Government Cost Estimate (IGCE) and commercial market rate in the surrounding locations.

[redacted]

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

   In accordance with FAR 10.001(a)(2) market research was conducted appropriate to the circumstance. Due to the urgent need, time constraints and barriers do not allow for removing or overcoming any barriers for competition. Current contractor can provide this short-term emergency requirement until long term contract is complete.

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

   N/A

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

    Millbrook Support Services Inc
    36 Maple Place
    Manhasset, NY 11030
    Contractor Unique SAM ID: E2UBKGNNGCX7

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**:

    Reference section 8 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.

    [redacted]

13. **Approvals in accordance with the VHAPM Part 806.3 OFOC SOP:**

    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.

    [redacted]

b. **<u>One Level Above the Contracting Officer (Required over SAT but not exceeding $750K):</u>** I certify the justification meets requirements for other than full and open competition.