

JUSTIFICATION REVIEW DOCUMENT

Control No. HDEC05-15-43

Description of Acquisition: NCMA Subscription for DeCA Headquarters

Statutory Authority: 41 U.S.C. 3304(b)(1) **Amount** \$ 70,150.00

Prepared by: Typed Name Heather Jarratt Title Contract Specialist

Telephone No. 804-734-8000 x 86302 Date 6/15/2015

REVIEWS: I have reviewed this J&A and find the justification adequate to support other than full and open competition.

Legal Counsel: Typed name Ronald Horn Phone 804-734-8000 x48214

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Chief, Enterprise Acquisition Division: Typed name Michael G. Shaffer Phone 804-734-8000 x48681

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DeCA Competition Advocate: Typed name Ernie Favale Phone 804-734-8000 x48548

Signature: _____

Justification for Other than Full and Open Competition

(1) Contracting Office: Defense Commissary Agency, Enterprise Acquisition Division, 1300 E Avenue, Fort Lee, Virginia 23801-1800.

(2) Contract Action: Request follow on purchase order be issued for yearly Memberships to the National Contract Management Association (NCMA). The anticipated base period is September 1, 2015 through August 31, 2016. Request an additional four option periods be made available to cover the requirement until August 31, 2020.

(3) Description of Supplies/Services: A contract is needed to purchase membership subscriptions to the National Contract Management Association (NCMA) Central Virginia and Greater San Antonio Chapters. NCMA is a non-profit organization that was formed in 1959 to foster the professional growth and educational advancement of its members. Among other things, NCMA provides the following:

- Tools, resources, and leadership opportunities to enhance each member of the professions performance, career, and accomplishments.
- Employers ready access to skilled human capital, learning resources, best practices, standards, and metrics of the profession.

These services help our organization to train its members for their primary mission of Contracting and concurrently provide its members an opportunity to earn a variety of continuous learning points which help fulfill a training requirement for 1102 employees.

(4) Authority Cited: FAR 13.106(b)(1) – Soliciting from a Single Source.

(5) Reason for the Authority Cited: NCMA provides unique services available only to its members – contract professionals in the private and public sectors, buying and selling worlds – with knowledge and connections that offer lifetime career management through the following capabilities:

Contract Management Magazine
Journal of Contract Management
CM News – Monthly
Salary Survey
Professional Certifications Programs
Webinars
E-Courses
National Educational Seminars
Knowledge Sharing with Industry leaders

(6) Efforts to Obtain Competition: Market research was conducted to determine if any firms exist that have the capability of fulfilling similar membership services as NCMA. As a result, we found that NCMA is the only national organization of its kind.

(7) Fair and Reasonable Cost Determination: IAW FAR 13.106-3(a)(2) the Contracting Officer will evaluate proposed prices using a combination of factors to include: (a) Comparison of the proposed price with prices found reasonable on previous purchases; (b) Current price lists, catalogs, and advertisements; and, (c) The Contracting Officer's personal knowledge of the item being purchased.

(8) Market Research: There is only one known source that can provide the required services. Other training courses are available on the open market; however, they do not provide professional association and licensed publications.

(9) Other Factors: Membership renewal orders to NCMA have been issued for many years. The following purchase orders were issued on a non-competitive basis using the same authority:

HDEC08-05-P-0131
HDEC05-07-P-0110
HDEC05-10-P-0155

(10) Interested Sources: To date, no other sources have expressed an interest.

(11) Actions to Increase/Foster Competition: NCMA is a non-profit organization that is universally accepted as being the only recognized comprehensive shared knowledge forum for commercial and private sector contracting professionals.

APPROVAL

Based on the foregoing justification, I hereby approve the procurement of the NCMA membership subscription on an other than full and open competition basis pursuant to the authority of 10 U.S.C. 2304(c)(2), provided funds are available, or will be available, and provided that the services and property herein described have otherwise been authorized for acquisition.

APPROVED:

(Signature) REEDY.JASON.MICH
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Typed Name Jason Reedy

Title Contracting Officer