

# Justification and Approval Document

FOR OTHER THAN FULL AND OPEN COMPETITION  
Of requirements not exceeding \$500,000

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**1. Contracting Activity:** USA Contracting Agency Southern Region  
Fort Stewart Directorate of Contracting  
SFCR-SRST  
976 W H Wilson Ave  
Bldg. 621, Suite 100  
Fort Stewart, GA 31314

**2. Description of Action:**

Requirement:  New  Repeat  
Pricing: Firm-Fixed Price  Time & Materials x Cost  
Funds:  OMA  Other Funds:  
BASOPS 131

Name of Intended Contractor: **American Society for Quality**  
Cage Code: **None**  
Street Address: **600 North Plankinton Avenue**  
City, State, Zip: **Milwaukee, Wisconsin 53203**  
Phone: **(414) 298-8789, Ext. 7205**

**3. Description of Services:** The estimated value of the proposed action is \$18,000 for application processing fee. Describe below the services or supplies, including make & model number, to be acquired

FS/HAAF is applying for the Malcolm Baldrige National Quality Award for 2013. The first step in the process is submitting an Eligibility Criteria Application to attain eligibility to compete. The second step in the process is submitting the Award Application along with the submission and a fee of \$18,000. The third step in the process is a site visit if selected as a finalist. A feedback report is provided regardless of a site visit. The American Society for Quality and the National Malcolm Baldrige Quality Award program can provide the service we are seeking. The Malcolm-Baldrige program provides trained examiners to review our submission and provide a feedback report. Market Research shows that it is a program managed by the US Department of Commerce through the National Institute of Standards and Technology (NIST). ASQ is a contractor for NIST to process the applications.

**4. Authority Cited:** (Identify the statutory authority, FAR title and FAR citation permitting other than full and open competition. It may be one of the following.)

x (a) 10 USC 2304(c)(1) or 41 USC 253(c)(1); FAR 6.302-1: Only one responsible source and no other supplies or services will satisfy agency requirements OR

(b) 10 USC 2304(c)(2) or 41 USC 253(c)(2); FAR 6.302-2: Unusual and compelling urgency  
OR

(c) 40 USC 501, Section 201; FAR 8.405-6; The Federal Property and Administrative Services Act of 1949.

**5. Reason for Authority Cited:** (State why this is the only source that can provide the required supplies or services.)

(a) Services can only be provided from the original source as this is a follow-on requirement for the continued provision of highly specialized services.

(b) Award to any other source would result in substantial duplication of cost to the Government that is not expected to be recovered through competition.

x (c) Services/Supplies are needed immediately to satisfy mission requirements.

(d) Additional Information:

(i) What harm will come to the Government if desired supplies/services are not provided on time?

If we cannot award this contract to ASQ, there is not another agency that will provide the level of trained examiners in the Malcolm Baldrige Performance Criteria. The process for competing in this award program is to submit an Eligibility Criteria Application. The cost for this is \$360.00 which was paid by Government Credit Card. The next step in the process once we have been determined as eligible is to submit our package. The packet must be submitted NLT 14 May 13 with 15 copies of our document and a CD. The fee involved with this process is \$18,000 which is \$500.00 based on the size of the garrison (> 500 personnel). The Application that accompanies this packet contains the method of payment that must accompany it. Once our packet is submitted, it is evaluated by a team of Malcolm Baldrige Examiners. The \$18,000 covers their expenses in reviewing the packet and providing a feedback report. The feedback report is used by the Garrison to determine where improvements can be made based on opportunities for improvement sited in the feedback report. This is a tedious process and usually takes a team of about 8 examiners. Information on the garrison is not shared to preserve confidentiality. Many organizations have gone through this process, although not many have been from the DoD. These are mainly health care, education, non-profit and small businesses. DoD agencies can compete in this process. There is a limit of only five per year. Many apply and do not win. The Malcolm-Baldrige criteria is specific to Health, Education, Small Business, Manufacturing, and non-profit organizations. FS/HAAF is a non-profit organization. The DoD is eligible to compete in this program because it is a member of the Malcolm Baldrige Award program. This criteria is used for this national quality award. Other quality agencies may not use the Baldrige Criteria. Our submission is written to this criteria and it is a requirement to use this criteria. ISO9001 and ISO14001 standards do not apply for this award. They are separate industry standards for logistics and the environment. Lean Six Sigma does not apply as well.

**(ii) What harm will come to the Government if desired contractor doesn't receive the award?**

This is a program that will help FS/HAAF improve their processes and services and be recognized as a National Quality Award Winner. This program helps FS/HAAF become better stewards of the taxpayers money and provides a better return on investment. It is these types of award competitions and improvements to our processes that set FS/HAAF apart from the rest and have a positive impact in these times of sequestration, budget cuts, and possible Base Realignment and Closure Actions (BRAC). The positive impact to the Soldiers, Civilians, Retirees, and units on Fort Stewart are better services to suit their needs. Again this is something that cannot be quantified in dollars. The prestige of this award, allows FS/HAAF to share its success with others. Applications and timeline are attached.

**6. Actions to Increase Competition: (State what actions will be taken to increase competition before subsequent acquisition of the supplies or services is required.)**

No actions will be taken.

**7. Market Survey:** (Describe the extent of the market survey conducted to identify all qualified sources and the results thereof. "Market Survey" is defined as those attempts you made to ascertain whether other qualified sources exist. The survey of the market place may consist of written, telephonic, or world wide web inquiries.)

The ratio of Baldrige program's benefits for the U.S. economy to its costs is estimated at 820 to 1, 93 Baldrige Award winners serve as national role models, 2010-2012 award applicants represent 450,468 jobs. Other agencies that have used this contractor, Picatinny Arsenal, New Jersey, City of Irving Irving, Texas, Lockheed Martin, Mesa Products. This information was pulled from the NIST.gov website

**8. Procurement History:**

Previous Contract or Purchase Order Number: 10337351 or  N/A

Previously competed?  N/A  No  Yes

Previous authority for less than Full & Open Competition: N/A

**9. Technical POC for questions pertaining to this J&A:**

Signature:



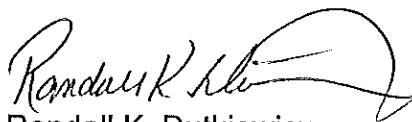
Name: Randall K. Dutkiewicz

Position Title: Director, Plans, Analysis, and Integration Office

Phone Number: (912) 767-8800

**10. Technical / Requirements Certification:** I certify that the support data under my cognizance which are included in this mini-J&A are accurate and complete to the best of my knowledge and belief.

Signature:



Submitted By: Randall K. Dutkiewicz

Position Title (Division Chief or higher): D, Plans, Analysis, and Integration Office

Email address: randal.k.dutkiewicz.civ@mail.mil

Date: 7 May 13

**11. Contracting Officer Certification and Approval:** [Required by FAR 6.303-2 (a)(12)]

Signature:



Typed Name: GERAL BAXTER

Position Title: Division Chief Service and Supply Division

Email address: ~~geral~~ h.g.baxter.civ@mail.mil

DATE:

10 MAY 2013