

## JUSTIFICATION AND APPROVAL FOR OTHER THAN FULL AND OPEN COMPETITION (OVERSEAS CONTRACTING ACTIVITIES)

1. I recommend that Embassy Singapore use other than full and open competition for the acquisition of hotel lodging rooms for the SECDEF, PACOM, CJCS and CODEL delegations for the 15<sup>th</sup> IISS Asia Security Summit: The Shangri-la Dialogues. The estimated cost is US\$90,000.

2. Nature and/or description of the action being approved.

As the name of the conference implies, the meetings are organized by the International Institute of strategic studies and are held at Shangri-la Hotel. Due to the stringent security requirements which only the hotel can provide, and the convenience of the delegates, the Hotel has been selected for the delegates. Lodging rooms must be booked and guaranteed in advance. Room bookings will be made approximately from May 23 – June 6, 2016.

3. A description of the supplies or services required to meet the agency's needs.

Shangri-la has a 5 star rating and meets the security needs of the US Government. The hotel is able to provide approximately a total of 70 room-nights required for the period and also able to provide all the required communication links (telephone, internet) and various business facilities required by the visit.

4. An identification of the statutory authority permitting other than full and open competition.

The statutory negotiation authority for the "sole source" procurement is 41 U.S.C. 253(c)(1) - Only one responsible source, implemented by the Federal Acquisition Regulation (FAR) at Subpart 6.302-1.

5. A demonstration that the proposed contractor's unique qualifications or the nature of the acquisition requires use of the authority cited (for sole source acquisitions; also required for unusual and compelling urgency where more than one offer will not be solicited).

All rooms will be at Shangri-La Hotel, which is the hotel that is selected venue for these meetings. As an important element of selection is security, the choice of lodging rooms at the same hotel is based on the hotel's unique layout, as Shangri la Hotel is the only hotel within the city that has sufficiently large grounds to act as a buffer. Because of the large tracts of landscaped garden area around the hotel, the main roads are far away from the hotel building proper. Similar 5 star hotels, eg The Fullerton, Ritz Carlton and Conrad are surrounded by main thoroughfares which are very close of the hotel building and are therefore deemed not suitable from the security point of view.

6. A description of efforts made to ensure that offers are solicited from as many potential sources as is practicable. The description should include whether a FedBizOpps notice was or will be publicized, as required by FAR 5.2, and if not, which exception under FAR 5.202 applies (e.g., blanket waiver provided in DOSAR 605.202-70).

Efforts were not made to solicit other sources since the US delegation is required for security reasons to stay at the Shangri-La and the event is held at the same hotel.

A FedBizOpps notice was/will not be publicized, as required by FAR 5.2 under exception FAR 5.202(13) - The proposed contract action — (i) is for an amount not expected to exceed the simplified acquisition threshold.

7. A determination by the Contracting Officer that the anticipated cost to the Government will be fair and reasonable.

The rates quoted for this large event are fixed by the IISS and the Hotel and are rates offered to all international delegates attending the meetings.

8. A description of the market survey conducted and the results or a statement of the reasons a market survey was not conducted.

Market survey is not done because these are fixed, pre-determined rates negotiated by the organizer and Shangri-la Hotel.

9. Any other facts supporting the use of other than full and open competition.

NIL

10. A listing of sources, if any that expressed, in writing, an interest in the acquisition.

NA since all meetings will be held in the hotel and delegates around the world will be staying in the hotel.

11. A statement of the actions, if any, the agency may take to remove or overcome any barriers to competition before any subsequent acquisition for the supplies or services required.

The choice of venue is driven mostly by security and diplomatic concerns. The benefits in the layout of the Shangri-La are difficult to overcome, as is its overwhelming support from the Government of Singapore.

## CERTIFICATIONS

I certify that this justification is accurate and contains complete data necessary to support the recommendation for other than full and open competition.

/signed/

Cory D. Fitzpatrick  
OPSCO, USDAO Singapore

I certify that this submission is accurate, and that it contains complete information necessary to enable other officials to make an informed recommendation for approval or disapproval.

/signed/

Eric G. Flaxman  
Contracting Officer

Date: May 25, 2016