

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

1. I recommend that Embassy Brussels use other than full and open competition for the acquisition of a set of new/like-new residential furniture set and appliances for embassy-provided housing at residence KN895 from InLease. The estimated cost is €28,001.04 for this acquisition.

2. **Nature and/or Description of the Action being Approved:**

Approval is sought for other than full and open competition to acquire a complete set of furniture and appliances that are already in place at the current key number. The furniture has been rented for six months as part of a 10-residence pilot program, but due to EX constraints, the pilot program will not be extended past February 28<sup>th</sup>, 2025. The furniture being purchased was either new or like-new at the beginning of the lease period, and each piece was checked and verified by GSO/INV staff. This set of furniture will be barcoded and entered into ILMS under the FAP program for tracking.

3. **Description of the supplies or services required to meet the agency's needs**

Complete furniture set and appliances based on the requirements set out by the Tri-Mission housing guide and modified by the particular needs of the family currently occupying the residence. The typical set included dining room, living room, master bedroom, and secondary guest room pieces, as well as a washer/dryer and refrigerator.

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

[X] 41 U.S.C.3304(a)(1) - 6.302-1 Only one responsible source and no other supplies or services will satisfy agency requirements.

5. **A demonstration that the proposed contractor's unique qualifications or the nature of the acquisition requires use of the authority cited:**

In August 2024, Embassy Brussels entered into a leased furniture agreement with InLease for a 12-month period with the potential for extension. However, due to EX programming constraints and the inability to secure approval for a longer-term continuation of the lease furniture pilot program, we must now purchase the furniture installed in the pilot's ten residential units. This furniture, which has been verified to meet USG standards, cannot be removed without causing significant disruption to resident families and incurring substantial additional costs. InLease remains the sole vendor capable of supplying the complete set of furniture and appliances required by the USG, making them the only responsible source available

**6. A description of efforts made to ensure that offers are solicited from as many potential sources as is practicable.**

During the initial BPA solicitation phase on SAM.gov for the 10-unit pilot, proposals were solicited from multiple vendors. InLease was selected based on its technical qualifications and proven ability to meet the Department's operational requirements, making it the most suitable vendor for the program.

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

After an analysis of the costs for the purchase of the furniture from InLease, their pricing is in line with previous furniture acquisitions that are currently part of our furniture and appliance pool. The cost is determined to be fair and reasonable. The full cost of each piece of furniture has been reduced by the prorated amount already paid in the first six months of the furniture rental period.

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

A comprehensive market survey was conducted during the initial BPA solicitation on SAM.gov, where multiple vendors were evaluated based on technical and operational criteria. That survey confirmed that InLease met all the requirements of the pilot program and that their pricing is consistent with historical benchmarks from previous furniture and appliance acquisitions. Given that the current acquisition directly follows the pilot program—with no significant changes in market conditions—a new local market survey was not warranted.

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

The ten units that were part of the leased furniture pilot already have the items that we are seeking to procure. The only way to allow us to continue with this furniture in these ten units is to purchase it from the chosen vendor. Any other vendors would require us to remove the furniture from the units causing significant disruption to occupants and additional costs for the USG. Our normal purchasing of furniture through the GSA contract is not possible as it would require a swap of the furniture currently in the units and the acquisition of said furniture would take 9-12 months. Given our current situation, purchasing for this vendor is in the best interest of the USG.

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

N/A

**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**

All future procurements of this type will go through the established FAP process as we will not be subject to the same conditions of taking furniture which is already in units that was part of this leased furniture pilot program.

## Certifications

### Requirements office

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.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kimberly Keck  
S/GSO

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Andrew Malandrino  
Contracting Officer