

## **JUSTIFICATION AND APPROVAL TO PROCEED USING OTHER THAN FULL AND OPEN COMPETITION**

### **1. Identification of the agency and the Contracting Activity**

The agency, the U.S. Department of State, Office of Acquisition Management is processing this acquisition at the request of the Department of State for the Office of the Under Secretary for Management, Major Events and Conferences Staff (M/MECS) in support of the Global Entrepreneurship Summit (GES) 2015 in Nairobi, Kenya. The estimated cost is \$ 7.0M (seven million US dollars).

### **2. Nature and/or Description of the Action Being Approved**

M/MECS has been tasked to coordinate the Global Entrepreneurship Summit (GES), to be hosted by the Government of Kenya with possible attendance by President Obama in Nairobi, Kenya in late July 2015.

The United States has played a prominent role in organizing five Global Entrepreneurship Summits (GES) that have elevated entrepreneurship on a global level and inspired new generations of innovators to choose entrepreneurship as a profession. These Summits have opened up new markets for products and encouraged policymakers to break down barriers to business, such as the draft law currently being developed by various governments to enable a legal status for startups.

This year's GES in Nairobi, Kenya will bring together thousands of young entrepreneurs along with business, government, investment banking and private/public partnership leaders.

A production contract for services is required to enable the complete staging of the event in the facility chosen to house the event, the United Nations (UNON) located near the U.S. Embassy in Nairobi, Kenya.

### **3. Description of the Supplies or Services Required to Meet Agency's Needs**

A production contractor, working with M/MECS will be required to complete staging of the UNON facility to accommodate a wide variety of meetings, breakout sessions. The contractor will be expected to create visually compelling, distinctive summit branding within event and meetings space and around the venue. And to provide the following spaces: 1) a Plenary hall for 1,500 consisting of a main stage, podium, teleprompter, press riser(s), IMAG screens projectors and cameras, backdrop/décor, audio reinforcement and broadcast-quality lighting; 2) 3 to 4 function/breakout/panel rooms (300-400 seating); 3) GIST pitching room (80 seats); 4) 2-4 smaller function rooms for workshops or training (80 seats each); 5) VIP/Cabinet Hold Room; 6) USG work space (50 work stations); 7) Innovation Hall with room for 80 booths; 8) Press filing center (300-person capacity); 9) Press interview room; 10) Press stand-up location; 11) Media accreditation office; 12)

Delegates lounge; 13) Production vendor work space; 14) Information kiosk in Delegate's lounge; 15) Interpreter hold; 16) POTUS Hold (with ability for pull-aside/bilat); 17) White House staff hold; 18) Prayer rooms; 19) Government of Kenya work space; 20) Cafeteria tents; 21) On-site catering for 1,500; 22) Wifi signal to hold 1,200 + participants; 23) Flat screens to illustrate schedule, function room directional; 24) Internet bandwidth sufficient to stream multiple feeds; 25) Livestreaming of main plenary; 26) Redundant/emergency power for entire site; 27) Simultaneous interpretation equipment, and other requirements currently under development.

4. **Identification of the Statutory Permitting Other than Full and Open Competition**

The proposed procurement is to be made under the statutory authority of 41 USC 253(c)(2), FAR 6.302-2, Unusual and compelling urgency.

5. **Demonstration that the Contractor's Unique Qualifications or the Nature of the Acquisition Requires Use of the Authority Cited.**

Given the complexity of the production services required in Nairobi, Kenya, there is no longer sufficient time for a normal bidding process that would allow the chosen vendor to complete the requirements in time to produce the event in July 2015. Therefore, an award to Hargrove Productions, Inc. is the sole option to ensure that all the requirements for the event are completed within the limited timeframe for event production. The vendor is one of the top general contractors in the United States and is a nationally renowned company focused on personalized service, extraordinary creativity and a commitment to providing space conducive to successful deliberations.

Hargrove Productions, Inc. of Lanham, Maryland has a long history with providing services to State Department staff and the White House through design and production of a number of summit events to include the recently concluded Combating Violent Extremism Summit hosted in Washington DC in February 2015, the U.S.-Africa Leaders Summit in Washington at the State Department in August 2014, the NATO Summit held in Chicago, Illinois in April 2012, and the APEC Summit held in Honolulu, Hawaii in 2012. Hargrove Productions' international expertise includes the 2010 Seoul G20 Leaders Summit hosted in the COEX Center in Seoul, Korea and the Singapore Global City 2006 Custom Exhibition.

Hargrove Productions, Inc. has been in business over 50 years and their experience is focused on finding economies and adding value through creativity and innovation in every aspect of the show, exhibit program or event. Their specialty includes Trade Shows, Events and Custom Exhibits. This is a perfect fit for the proposed event.

6. **Description of Efforts Made to Ensure that Offers Were Solicited from as many Potential Sources as Was Practicable.**

The statutory authority for unusual and compelling urgency does not require FedBizOps notice be publicized in accordance with the exception under FAR 5.202(a)(2).

7. **Determination of the Contracting Officer that the Anticipated Cost to the Government Will be Fair and Reasonable**

The Contracting Officer will determine that anticipated costs to the Government are fair and reasonable by comparing rates for comparable services from previous awards and comparing rates between contractors' proposals.

8. **A Description of the Market Survey Conducted and the Results or a Statement of the Reasons A Market Survey was not Conducted**

Based on industry, Hargrove, Inc. was identified as having the expertise and qualifications necessary to meet this requirement.

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

See paragraphs 5, 7, and 8.

10. **A Listing of Sources if Any, that Expressed, in Writing an Interest in the Acquisition**

No sources expressed in writing an interest in this acquisition.

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 GES Summit in Nairobi is a one-time event that was recently announced and did not allow the DOS the ability to plan months in advance. An open competition for this event would require considerable advance lead time due to the nature of the event and its foreign location that requires lengthy travel and the necessity to work with local subcontractors and related suppliers.

This J&A for other than full and open competition will be published on FedBizOpps in accordance with FAR Section 6.305 within 30 days of award.

AQM is currently working in parallel with this event to competitively award an IDIQ contract to cover all future events to include the Nuclear Security Summit in 2016 and the US-China Strategic and Economic Dialogue in 2015. We anticipate award of this IDIQ contract in the summer 2015.