

**JUSTIFICATION FOR SINGLE SOURCE AWARDS IAW FAR 13.106-1**  
(OVER MICRO-PURCHASE THRESHOLD(\$3K) BUT NOT EXCEEDING THE SAT (\$150K))

IAW [FAR13.104](#), COs must promote competition to the maximum extent practicable to obtain supplies and services from the source whose offer is the most advantageous to the Government, considering the administrative cost of the purchase. When competition is not practicable, IAW [FAR13.106-1\(b\)](#), COs solicit from a single source for purchases not exceeding the simplified acquisition threshold. COs may solicit from one source if the CO determines that the circumstances of the contract action deem only one source reasonably available (e.g., urgency, exclusive licensing agreements, brand-name or industrial mobilization). IAW [FAR13.106-3\(b\)\(3\)](#), COs are required to include additional statements ***explaining the absence of competition*** (see [13.106-1](#) for brand name purchases) if only one source is solicited and the acquisition does not exceed the simplified acquisition threshold (does not apply to an acquisition of utility services available from only one source) or supporting the award decision if other than price-related factors were considered in selecting the supplier. This template when completed can be used to document single source awards IAW [FAR13.106-3\(b\)\(3\)](#). Note: Statements such as "only known source" or "only source which can meet the required delivery date" are inadequate to support a sole source purchase.

**1. PURCHASE REQUEST OR REQUISITION NUMBER:**

675-15-2-2403-0038

**1A. PROJECT/TASK  
NUMBER**

**1B. ESTIMATED AMOUNT:**

\$4,790.00

**2. BRIEF DESCRIPTION OF SUPPLIES OR SERVICES REQUIRED AND THE INTENDED USE:**

This is a fee paid to an accrediting organization that will grant us Provider (Unit) status. A Provider Unit is able to grant Continuing Education credit to ALL nurses regardless of the state in which they are licensed.

**3. UNIQUE CHARACTERISTICS THAT LIMIT AVAILABILITY TO ONLY ONE SOURCE, WITH THE REASON NO OTHER SUPPLIES OR SERVICES CAN BE USED:**

ANCC, the American Nurses Credentialing Center, is the gold standard for certification and continuing education for nurses. ANCC is the only organization that provides this type of accreditation. The ANCC's Primary Accreditation Program contributes to improving healthcare outcomes by providing a voluntary peer-review process that defines standards for high performance in providing quality CNE and measures compliance with those standards for organizations that elect to apply for accreditation.

**4. REASON THAT SUGGESTED SOURCE IS THE ONLY SOURCE, WHICH CAN PROVIDE THE SUPPLIES OR SERVICES:**

ANCC is the only organization that provides this type of accreditation. Certification is accepted internationally.

**5. DESCRIPTION OF MARKET RESEARCH CONDUCTED AND RESULTS OR STATEMENT WHY IT WAS NOT CONDUCTED:**

ANCC was established by the American Nurses Association. The organization is governed by experts in continuing education, adult education, research, standards setting and professional development. In accordance with FAR 8.002 a review of mandatory sources was accomplished. The requested services were not available from agency inventories, Federal Prison Industries, nor was it available on the Ability One procurement list, GSA or NAC. A small business search was conducted utilizing the SBA's dynamic small business search engine located at [http://dsbs.sba.gov/dsbs/search/dsp\\_dsbs.cfm](http://dsbs.sba.gov/dsbs/search/dsp_dsbs.cfm). As such, the search was limited to small business concerns (as defined by NAICS Code 813920 – Professional Organizations, keywords Nursing Credentialing. This search resulted in 0 small business entities that could deliver the services of nursing credentialing. A small business search was conducted utilizing VETBiz. The search was limited to small business concerns (as defined by NAICS Code 813920 and resulted in 18 businesses, however none of the businesses provide nursing credentialing. An intent to sole source was posted on FBO from February 9 2015 to February 18, 2015. Only one company,

American Nurses Credentialing Center, responded with a capability statement that they can perform the required services. Therefore, there is not a reasonable expectation that two or more small business entities could deliver the services.

**6. Contracting Officer's Certification:** *Purchase is approved in accordance with FAR13.106-1(b). I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief.*

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Facility:** \_\_\_\_\_