

**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:**

539-15-2-6905-0038

**1A. PROJECT/TASK  
NUMBER**

539-15-103

**1B. ESTIMATED AMOUNT:**

**2. BRIEF DESCRIPTION OF SUPPLIES OR SERVICES REQUIRED AND THE INTENDED USE:** A new construction project that has a need for brand name sole source item – Corbin Russwin – Key Sets/Core Cylinders. This is a partial requirement for project 539-15-103, Remodel 2<sup>nd</sup> Floor Labs.

**3. UNIQUE CHARACTERISTICS THAT LIMIT AVAILABILITY TO ONLY ONE SOURCE, WITH THE REASON NO OTHER SUPPLIES OR SERVICES CAN BE USED:** Each new patient room will have installed on each door a uncombined removable core cylinder. Cylinders are removable with a special key or tool without disassembly of knob or lockset. One grand master key is available to open all doors by authorized individuals.

**4. REASON THAT SUGGESTED SOURCE IS THE ONLY SOURCE, WHICH CAN PROVIDE THE SUPPLIES OR SERVICES:** Accordingly, Corbin Russwin is the only firm capable of providing the supplies and services described in Section III above without the Veteran's Health Administration experiencing substantial duplication of cost that could not be expected to be recovered through competition and unacceptable delays in fulfilling its requirements. To meet the needs stated above, the Cincinnati VAMC center currently utilizes a "Corbin-Russwin HO Keyway Great Grand Master Key System". A single master key system is essential to the Government's requirements, thereby precluding consideration of a product manufactured by another company. To change to a different locking system would require numerous master keys potentially causing delays in accessing all area of the campus in event of emergencies. The lock set requested allows the facility to expand and renovate as required and maintain the ability to meet patient and staff safety requirements. Corbin Russwin owns the proprietary rights to the hardware and key systems. Corbin-Russwin does have distributors of their products.

**5. DESCRIPTION OF MARKET RESEARCH CONDUCTED AND RESULTS OR STATEMENT WHY IT WAS NOT CONDUCTED:** This equipment is uniquely specific. While there are other manufactures of key sets/core cylinders that have comparable equipment, an exact match cannot be provided.

**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: \_\_\_\_\_  
Name: Ronald T. Heidemann  
Title: Contracting Officer  
Facility: Cincinnati VAMC

Date: 6-30-2015