

**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.

<b>1. PURCHASE REQUEST OR REQUISITION NUMBER:</b>	<b>1A. PROJECT/TASK NUMBER</b>	<b>1B. ESTIMATED AMOUNT:</b>
656-16-1-0655-0002      VA263-15-AP-8835	VA263-15-AP-8835	\$ 24,000.00

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

Sole source service agreement to support current needs for small package freight services for VAMC St. Cloud MN Current GSA Contract GS-33F-BQV08 active. Service requirement remains a Bona Fide need. United Parcel Service has historically provided service for this site, as well as Veterans Administration locations/facilities nationally. Service account long established, remains active to support with issuance of GSA Contract GS-33F-BQV08.

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

Sole sourced historical service provider for current small package/parcel delivery services. Previously GSA contracted provider of such, with current GSA Contract GS-33F-BQV08.

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

Sole sourced historical service provider for current small package/parcel delivery services. Previously GSA contracted provider of such, with current GSA Contract GS-33F-BQV08.

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

Research supported historical documentation to National GSA contracted source of supply. GS-33F-BQV08 Bona Fide need. Service to remain active thru September 30, 2016.

**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:** Angela Beck

**Title:** Contracting Officer

**Facility:** VAMC St. Cloud, MN