

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: 570-16-2-241-0186	1A. PROJECT/TASK NUMBER	1B. ESTIMATED AMOUNT: \$29,760
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2. BRIEF DESCRIPTION OF SUPPLIES OR SERVICES REQUIRED AND THE INTENDED USE:
 Provide spiritual support (Chaplain) services for VA Central California Health Care System Specialty Clinic.

3. UNIQUE CHARACTERISTICS THAT LIMIT AVAILABILITY TO ONLY ONE SOURCE, WITH THE REASON NO OTHER SUPPLIES OR SERVICES CAN BE USED:
 Chaplains must meet specific criteria to work for the VA (i.e. ecclesiastical endorsement, continuing Pastoral Education hours, and have a Master in Divinity).

4. REASON THAT SUGGESTED SOURCE IS THE ONLY SOURCE, WHICH CAN PROVIDE THE SUPPLIES OR SERVICES:
 The proposed individual currently meets the specific criteria required by the VA to provide Chaplain services and can begin immediately to support VACCHCS patient requirements in this area.

5. DESCRIPTION OF MARKET RESEARCH CONDUCTED AND RESULTS OR STATEMENT WHY IT WAS NOT CONDUCTED:
 Market research was conducted for this procurement in which the National Chaplain Center was contacted. The Lead Chaplain was consulted with regards to qualified candidates. The VA has unique requirements, such as requiring a Masters in Divinity and two units of clinical pastoral education Ministry experience in a church and institutional setting which makes it difficult to find individuals who meet these criteria.

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: Mark J. Mikus
 Title: Contracting Officer
 Facility: Network Contracting Office 21