

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. ACQUISITION PLAN ACTION ID: VA246-16-2-4601-0012

1A. PROJECT/TASK No.

1B. ESTIMATED AMOUNT:
\$53,622.00

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

An annual web base subscription for Comparison, a desktop-based application that enables participants (25) / teams to prioritize objectives and evaluate alternatives and achieve alignment, buy-in, and confidence around important organizational decisions. The software allows a model to be built, assigning weights to the model, and members to vote using a scale, thus combining algorithms for a priorities list of needs.

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

Comparison Software is manufactured by Expert Choice, Inc., 2111 WILSON BLVD STE 700, ARLINGTON, VA 22201. Expert Choice is the sole manufacturer and distributor of Expert Choice software and services. Any and all products including training or consulting services in the United States must be purchased from Expert Choice, Inc. File type .ahp and its version (including: .ahps, .aphx) is proprietary to Expert Choice and files using this format may only be opened using Expert Choice software.

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

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

A sources sought notice was published in FBO on 01/27/2016. No prospective contractors responded. A search of GSA Advantage indicated that there were no FSS contract folders that provided this product.

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. Note: COs are required to make a determination of price reasonableness IAW FAR 13.106-3. See the Commercial Supply and Service SOP for Price Reasonableness templates.*

Signature:

Name: Mark A Edzards

Title: Contracting Officer

Date: 02/05/2016

NCO: 6