

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: 695-16-3-6093-0052	1A. PROJECT/TASK No.	1B. ESTIMATED AMOUNT: \$25,000.00/\$138,142.00
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2. BRIEF DESCRIPTION OF SUPPLIES OR SERVICES REQUIRED AND THE INTENDED USE:
 Preventative maintenance, testing and repair of boiler control units at the Milwaukee VA Medical Center.

3. UNIQUE CHARACTERISTICS THAT LIMIT AVAILABILITY TO ONLY ONE SOURCE, WITH THE REASON NO OTHER SUPPLIES OR SERVICES CAN BE USED:
 Whesco Group, Inc., is the original manufacturer of the equipment to be covered under this contract and the only company authorized to perform services on the equipment.

4. REASON THAT SUGGESTED SOURCE IS THE ONLY SOURCE, WHICH CAN PROVIDE THE SUPPLIES OR SERVICES:
 Whesco Group, Inc., is the original manufacturer of the equipment to be covered under this contract and the only company authorized to perform services on the equipment.

5. DESCRIPTION OF MARKET RESEARCH CONDUCTED AND RESULTS OR STATEMENT WHY IT WAS NOT CONDUCTED:
 Market research revealed there are no other sources authorized to perform services on the equipment. VISN 12 has been purchasing the service from the OEM for the past two years utilizing the Government Purchase Card Program.

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: _____

Date: _____

Name: Susan Pasholk
Title: Contracting Officer NCO: 12

Chapter VI: Other Than Full and Open Competition (OFOC) SOP
Attachment 4: Single Source Justification for SAP under \$150K

A large, empty rectangular box with a thin black border, occupying the upper portion of the page. This box is intended for the user to provide a single source justification for a SAP under \$150K.