

**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:**

618-16-4-6954-0146

**1A. PROJECT/TASK  
NUMBER 618-CSI-145**

**1B. ESTIMATED AMOUNT:**

\$600

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

The Sole Source procurement of "Door Closers" with the brand name, LCN. These items are incidental to, and included in, a new firm-fixed price NRM contract to be awarded for construction. The purpose of the project is to prepare the site for installation of new x-ray equipment for the cardiac catheterization procedure room, at the Minneapolis VAMC.

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

Our intent is to install new door closers on certain doors into the procedure room. We currently have several thousand door closers already installed in the hospital. The VA carpenter shop stocks LCN parts and extra door closers for repairs or replacement of our existing LCN door closers.

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

The VA carpenter shop stocks LCN parts and extra closers for repair and/or replacement of our existing LCN door closers.

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

Market research was conducted prior to making the decision to purchase the LCN brand name. No further market research was conducted because no other door closers will meet the needs of our facility. The VA locksmith currently maintains the existing LCN door closers. Adding a new brand of door closer would require additional training for VA staff, increase the maintenance time, and add more inventory costs to stock other brand named parts.

**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:**\_\_\_\_\_

**Title:**\_\_\_\_\_

**Facility:**\_\_\_\_\_