

**JUSTIFICATION FOR SINGLE SOURCE AWARDS IAW [FAR 13.106-1](#)**  
(OVER MICRO-PURCHASE THRESHOLD(\$3.5K) 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:**  
629-16-2-7224-0174

**1A. PROJECT/TASK No.**

**1B. ESTIMATED AMOUNT:**  
\$35,300.00

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

A pipette calibration system is needed for the activation of the Southeast Louisiana Veterans Health Care System, Pathology and Laboratory Medicine Service. An automatic pipette calibration system that calculates prints and stores all statistical analysis on every pipette utilized in P&LMS. The number of pipettes utilized by the laboratory exceeds 100. The College of American Pathologist states all pipettes must be calibrated annually. This system has a tracking system that will alert user(s) when pipette calibration is due and will store all statistical results for easy access when CAP inspections occur. This system has been approved by the College of American Pathologist.

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

There is only one automatic pipette calibration system available on the market which is manufactured and supplied by Artel, Inc. It was developed to provide laboratories with significant improvements in pipette calibration as compared with the traditional manual methods or the need to contract out services to companies that provide pipette calibration. It provides a combination of speed, ease of use, economy of operation, accuracy, precision, documentation and traceability. Also since P&LMS has pipettes ranging in size from 1ul -5000ul, the automated system is the only one that calibrates up to 5000ul.

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

Market research was completed using FPDS, GSA, VA NAC websites, and queried other VA hospital laboratories. Market research indicates that Artel, Inc. is the sole source small business manufacturer and supplier of the pipette calibration system.

**5. 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:** Rachel Babin  
**Title:** Contracting Officer

**Date:** 08/02/2016

**NCO:** NCO 16