

**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:**

[REDACTED]

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

**1B. ESTIMATED AMOUNT:**

[REDACTED]

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

The Veteran Affairs Pittsburgh Health System (VAPHS), University Drive C and Delafield Road, Pittsburgh, PA, has a requirement to maintain hospital-grade deodorizing and air freshening devices. The devices are used in public restrooms, regulated medical waste rooms, and soiled linen rooms at both VAPHS health campuses. The anticipated period of performance is six months, December 8, 2016 – June 7, 2017.

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

Authorized or Required by Statute – The Veteran Benefits Act of 2003

The suggested source is TL Services, Inc., 4733 Kibler Road, Van Buren, AR 72956. On December 8, 2015, Network Contracting Office (NCO) 4 awarded a task order VA244-16-F-1247 for this requirement against TL Services's Federal Supply Schedule contract with the General Services Administration (GSA). The task order has a 12-month base period plus four, option years.

[REDACTED]

In order to allow for continuation of services, a six-month contract needs to be awarded while a new long-term contract is competed. TL Services is a Vendor Information Pages-certified service disabled, veteran-owned, small business (SDVOSB) concern. Per VAAR 819.7007, a determination that only one SDVOSB concern can meet the requirement is not required in order to make an award under The Veterans Benefit Act of 2003. The contracting officer's determination to make a sole source award is a business decision wholly within the discretion of the contracting officer. TL Services installed all of the dispensers and fans at VAPHS. The anticipated purchase order will be limited to maintaining the devices (including refills). It is in the best interest of the Government that TL Services continue to perform until the competitive, follow-on contract is awarded, as the current Task Order expires on December 7, 2016.

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

No market research was performed for this effort. Market research will be performed for the competitive long-term contract.

**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.*

[REDACTED]

**6. Branch Chief'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.*

[REDACTED]