

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:

VA244-17-Q-0600

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

1B. ESTIMATED AMOUNT:

\$30,000.00

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

The Lebanon VA Medical Center (VAMC), located at 1700 S. Lincoln Ave, Lebanon, PA 17042, has a requirement for contractor services to support fitness and wellness services offered to Veterans, as well as, other general Department of Veterans Affairs (VA) health improvement initiatives. The requirement is designed to provide a wide variety of health and wellness services to both support and supplement existing programs at the Lebanon VA Medical Center.

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

The Lebanon YMCA has become an integral part of the community and the veterans who participate in the MOVE! Program. There is a possibility that NC04 may sell the gym space at the Lebanon VA Medical Center to the Lebanon YMCA in order to continue the MOVE! Program. In order to provide ample time to explore this option as well as other procurement methods, it is in the best interest of the Government and our veterans to continue a 6 month contract with the Lebanon YMCA.

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

A sources sought was posted on FBO. It resulted in ample SDVOSBs and Small Businesses that appear to be able to fulfill the requirement.

However, as noted in under question (3) it is in the best interest of the Government to sole source to the Lebanon YMCA until the best procurement vehicle can be determined.

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: Frederick C Hilliard **Title:** Branch Chief
NCO: 4

Date: 04/06/2017