

**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.

<b>1. ACQUISITION PLAN ACTION ID:</b> VA261-17-AP-6185	<b>1A. PROJECT/TASK No.</b> CHR 13-11700	<b>1B. ESTIMATED AMOUNT:</b> \$5,000/base year \$27,200 with options
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**2. BRIEF DESCRIPTION OF SUPPLIES OR SERVICES REQUIRED AND THE INTENDED USE:**

Provide a registered nurse to conduct medical evaluations, perform phlebotomy services, process samples for analysis and recruit for human subject research (Sex Differences in Fear Conditioning: Mechanisms of Risk and Resilience in PTSD).

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

- A. This research project is funded under the VA’s Merit Review Award Program
  - i. VHA Policy mandates that VA-funded research be performed in laboratory, clinical or office space within VA medical centers or VA-leased space except when off-site facilities provide unique research opportunities.
- B. UCSF has major programs and departments located at the San Francisco VAMC campus, including the Clinical and Translational Science Institute (CTSI).
  - i. The CTSI is part of the research protocol approved by the Institutional Review Board for this research project.
  - ii. UCSF Federalwide Assurance (FWA) 00000280

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

Acquisition history and VHA policy manuals related to research were researched.

**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: Amanda J. Simmons  
Title: Contracting Officer NCO: 21

Date: \_\_\_\_\_