

**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> N/A	<b>1A. PROJECT/TASK</b> N/A	<b>1B. ESTIMATED AMOUNT:</b> \$125,735.82 One (1) month base period and three (3) 1 month option periods
<b>2. BRIEF DESCRIPTION OF SUPPLIES OR SERVICES REQUIRED AND THE INTENDED USE:</b> The contractor shall provide all labor, materials, supplies, management and supervision necessary to perform Valet Parking Services for Hunter Holmes McGuire Veterans Affairs Medical Center.  Valet parking services are considered vital to the quality of veteran care at VAMC Richmond. These services provide our elderly and infirmed veterans' immediate access to the medical facility, alleviating concerns regarding the distance they would have to travel to and from parking lots. Our Veterans patients are amputees, severely handicapped, elderly, surgical and medical follow ups, traumatic brain injury, PTSD, and a variety of other debilitating conditions that impair their ambulatory ability. Richmond currently valet's 500 to 600 vehicles a day, so not having this service would affect at least that many veterans. Since the contract was awarded in the summer months, the heat and distance could further aggravate medical conditions that otherwise may not be an issue if not walking these long distances.		
<b>3. UNIQUE CHARACTERISTICS THAT LIMIT AVAILABILITY TO ONLY ONE SOURCE, WITH THE REASON NO OTHER SUPPLIES OR SERVICES CAN BE USED:</b>  In accordance with FAR 13.106-I (b), due to the urgency of this situation, we are soliciting from the only known source that can immediately fulfill this requirement.  <b>BACKGROUND:</b> On April 7, 2017 In and Out Valet filed an initial protest to the Government Accountability Office (GAO). The protest was in response to the award of Contract VA246-17-P-4351 for Valet Parking Services under Request for Quotation VA246-17-Q-0550 to Navigator International, LLC. All interested parties were notified of the protest and the award was suspended. The incumbent provided continued services pending the resolution of the initial protest. The protest was dismissed due to the agency's proposed corrective action to reevaluate past performance. As a corrective action measure, the agency performed a reevaluation of past performance for all offerors. After re-evaluation of offers, a best value award decision on Contract VA246-17-P-4351 was awarded to Navigator International LLC on May 31, 2017. On June 9, 2017, In and Out Valet filed a second GAO protest again questioning the past:		

performance of the awardee. As dictated by FAR part 33, work was suspended on the new award.

Once the protest was received, we contacted the incumbent and found they were unable to continue service in our area as they had already released their resources. Based on current circumstances and the critical need, it is in the best interest of the Veteran patients to continue service without interruption. An interim contract will be awarded to Navigator LLC, as they are the only known company positioned to provide immediate valet services. A sole source 120 days contract will be issued to provide continuation of coverage during the protest period.

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

Market Research for this requirement has shown that there is adequate competition available, however due to the emergent nature of this requirement as stated above, a sole source contract to Navigator International, LLC is necessary.

**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.*

Date: 6/15/17

NCO: 6