

**JUSTIFICATION FOR SINGLE SOURCE AWARDS IAW FAR 13.106-1**  
(OVER MICRO-PURCHASE THRESHOLD(\$3.5K) BUT NOT EXCEEDING THE SAT (\$150K))

IAW FAR 13.106-1(b), 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 FAR 13.106-1(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 FAR 13.106-3(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 FAR 13.106-3(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:**  
Planning UID: VHA 253448

**1A. PROJECT/TASK**      **1B. ESTIMATED AMOUNT:**  
No. 693-12-055      \$9,600.00

**2. BRIEF DESCRIPTION OF SUPPLIES OR SERVICES REQUIRED AND THE INTENDED USE:** The Contractor shall provide new door locks for all doors in the newly renovated spaces to meet the requirements of Project #693-12-055 Warehouse Renovations. All locks must be manufactured by Yale® to remain consistent with the facility's existing Grand Master Key system. The work will be approximately \$9,600.00

**3. UNIQUE CHARACTERISTICS THAT LIMIT AVAILABILITY TO ONLY ONE SOURCE, WITH THE REASON NO OTHER SUPPLIES OR SERVICES CAN BE USED:** The facility utilizes a Grand Master Key System to control key access to all doors within the facility. All existing locks are Yale® locks, and the Grand Master Keys are compatible with Yale® locks. Installing locks of a different manufacturer would require needing multiple sets of Grand Master Keys to be able to access areas in emergency situations. This would impair the ability of maintenance, police, and fire personnel to quickly respond to emergencies, and would add increased costs for multiple key systems. Accordingly Yale® is the only manufacturer capable of providing the supplies and services described in Section 3 above without the Veteran's Health Administration experiencing substantial duplication of cost that could not be expected to be recovered through competition and unacceptable delays in fulfilling its requirements.

**4. DESCRIPTION OF MARKET RESEARCH CONDUCTED AND RESULTS OR STATEMENT WHY IT WAS NOT CONDUCTED:** The existing standardized lock system throughout the entire Wilkes Barre VAMC facility is Yale®, and the Grand Master Key System requires the same manufacturer on all locks. Although, there are other lock manufacturers in the marketplace, no additional market research was conducted.

**5. Contracting Officer's Certification:** *Purchase is approved in accordance with FAR 13.106-1(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.*

Digitally signed by Everett Shaver 613862  
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Date: 2017.05.19 14:58:19 -0400  
Signature: Everett Shaver 613862  
Name: Everett E Shaver, Jr.,  
Title: Contracting Officer      NCO: 4

Date: 19 May 2017