

**JUSTIFICATION FOR SINGLE SOURCE AWARDS IAW FAR 13.106-1**  
(OVER MICRO-PURCHASE THRESHOLD(\$3K) 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\(b\)\(1\)\(i\)](#) 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. PURCHASE REQUEST OR REQUISITION NUMBER:**

557-17-3-5444-0153

**1A. PROJECT/TASK  
NUMBER**

**1B. ESTIMATED AMOUNT:**

\$23,994.60

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

Request the purchase of brand name X-Chair to maintain the conformity and appearance throughout our community clinics. This purchase will fulfill the Carl Vinson VAMC's requirements for standardization of equipment as per the VHA Handbook 1761.1. This will significantly improve the ability to provide a consistent quality of care to our Veterans across the organization and will improve the organizations ability to be able to provide routine maintenance and repairs to equipment.

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

The X-Chair provides an affordable quality ergonomic chair with dynamic variable lumbar support. The X-chair has already been purchase for areas within the organization. This standardization has allowed for the standardization of consumable supplies required to be used with this equipment. As of 2010, at the direction of VA Secretary Eric Shinseki, we must standardize medical/surgical products and services whenever practical. This was reiterated again in 2015 by Mr. Jan Frye, Deputy Assistant Secretary for Acquisition and Logistics.

**4. REASON THAT SUGGESTED SOURCE IS THE ONLY SOURCE, WHICH CAN PROVIDE THE SUPPLIES OR SERVICES:**

Can easily be purchased on the open market without modification. There are multiple vendors that carry these chairs.

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

Conducted market research using Market Research Worksheet, attachment 5 of Acquisition Planning SOP. Visited a Vender Showrooms throughout the largest furniture show in America neocon in Chicago.

**6. 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.*

**Signature:** \_\_\_\_\_

**Date:** 8/8/2017

**Name:** Sheryl Harris

**Title:** Contracting Officer

**Facility:** Dublin Site Team