

DEPARTMENT OF VETERANS AFFAIRS

**Justification for Single Source Awards IAW [FAR 13.106-1](#)
For
Over Micro-Purchase Threshold but Not Exceeding the SAT (\$150K)**

Acquisition Plan Action ID: VA255-18-AP-0764 – Overnight Lodging – Columbia VAMC

- 1. Contracting Activity:** Department of Veterans Affairs, VISN 15
589A4, Harry S. Truman Medical Center
2237: 589-18-1-5130-0002
- 2. Brief Description of Supplies/ Services required and the intended use/Estimated Amount:**
Three (3) months of overnight lodging Services for the Columbia VAMC. Contractor shall furnish rooms to VA beneficiaries as referred by authorized personnel of the VA Medical Center, Columbia, MO. The contractor shall furnish all standard supplies/services included as minimum room requirements.
Three (3) months cost: \$37,700.00
- 3. Unique characteristics that limit availability to only one source, with the reason no other supplies or services can be used:**
Executive Hotel Management, Inc DBA the Holiday Inn is the incumbent and current contractor. A three-month contract is the necessary time frame needed to resolicit for a new overnight lodging contract. It would be cumbersome, inefficient and not cost effective for the Columbia VAMC to utilize another vendor. The lack of lodging services is detrimental to patient care.
- 4. Description of market research conducted and results or statement why it was not conducted:**
On 8/29/2017 VISN 15 posted a small business set aside solicitation to FBO for overnight lodging for the Columbia, MO VAMC. Four (4) responses were received, two (2) small businesses responded, one (1) large business and one (1) service disabled veteran owned small business. On 9/25/2017 an award was made to Executive Hotel Management, Inc. DBA Holiday Inn for a base year plus four (4) option years with a start date of 10/1/2017. On 09/30/2017 a SBA size protest was presented to the VISN 15 contracting office against the Holiday inn with allegations that they were not a small business. On October 30, 2017 a letter was received from the SBA whereas they had made the formal determination that Executive Hotel Management, Inc is other than a small business because it failed to respond by the deadline to SBA's request for information in order to perform a size determination.
Limited market research was conducted due to the fact that a solicitation for overnight lodging services had just closed and the Contracting Officer had a reasonable assumption of the market and pricing.
An emergency three (3) month contract with one possible three (3) month extension to the Holiday Inn is necessary in order to ensure there is no lapse in lodging services while a new solicitation is created and a new contract is put in place.
- 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.*

VHAPM Part 813.106 Simplified Acquisition Procedures: Soliciting from a Single Source
Attachment 1: Single Source Justification for SAP under \$150K

The Holiday Inn is willing to perform services at the current rates of \$58.00 a night, this is \$20.10 less than the next least expensive offer of \$78.10 and is also lower than the IGCE estimates, thusly considered fair and reasonable.

Jeanine Wallace
Title

Date