

**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.

**1. ACQUISITION PLAN ACTION ID:**

437-18-1-6775-0007

**1A. PROJECT/TASK No.**

None

**1B. ESTIMATED AMOUNT:**

\$64,200.00

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

G & R Controls will provide the following materials and system specialist support to set up and commission the system and connect to existing G & R Controls Building Automation System as follows. This repair and upgrade will allow the monitoring and adjusting of the HVAC system that is currently inoperable.

(1) Dell R630 server with Windows 2012 R2 Operating System on Rack Server (3) Dell Optiplex 7050SFFi7 w/ 8GB RAM, 24" display & W10Pro -The workstations will be running Insight on the server through their RDP session Windows server 2012 R2 5/ User CAL Windows server RDS Per/Device CAL (1) Insight Advanced Server Upgrade to R3.15 (3) Insight 3.15 Advanced Clients

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

Unusual and compelling urgency exists. Per FAR 6.302-2 (a)(2) full and open competition need not be provided.

Along with the urgent and compelling requirement the vendor, G & R Controls, is the only vendor able provide an emergency repair and upgrade to support the HVAC products that were installed in prior years. G & R is the incumbent vendor that has supported the Fargo VA Health Care System Siemens HVAC for numerous years. The HVAC system has over 40 devices that are monitored daily through the G & R software known as Insight. The system feeds through workstations that connect to a central server, the server acts as the relay between PC's and the many HVAC control boxes. The emergency need does not allow time for market research and new vendor validations of ability in time to resolve the concern.

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

Unusual and compelling urgency exists. Per FAR 6.302-2 (a)(2)"full and open competition need not be provided.

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

Date: 01/10/2018 \_\_\_\_\_

Name: SARAH BARNES \_\_\_\_\_

Title: CONTRACTING OFFICER \_\_\_\_\_

NCO: 23 \_\_\_\_\_