

DEPARTMENT OF VETERANS AFFAIRS

Justification for Single Source Awards IAW [FAR 13.106-1](#)  
For  
Over Micro-Purchase Threshold but Not Exceeding the SAT (\$250K)

Acquisition Plan Action ID: [36C248-19-AP-5103](#)

1. Contracting Activity: Department of Veterans Affairs, Network Contracting Office 8 (NCO 8), 13800 Veterans Way, Lakemont Bldg., Room 221, Orlando FL, 32827 is processing a procurement action for the Orlando VA Medical Center (VAMC), Environmental Management Services (EMS), 13800 Veterans Way, Orlando FL, 32827. Requisition number 675-19-3-6567-0237
2. Brief Description of Supplies/ Services required and the intended use/Estimated Amount: The Orlando VAMC requires Mobile Document Destruction Services (MDDS) to provide security and protection of personally identifiable information (PII), personal health information (PHI), and VA sensitive information for a 90-day period until a new, long-term contract is awarded. The estimated value of the proposed action is [REDACTED].
3. Unique characteristics that limit availability to only one source, with the reason no other supplies or services can be used: VA contract action VA248-14-P-0542 was awarded to Shred-it in 2014. This is the current contract providing mobile document destruction services at the Orlando VAMC and will end 07-31-2019. All options have been exercised, to include a 6-month option to extend services.

The necessary documentation to solicit and award a new, long-term contract was not timely provided to the contracting office. As a result, the contracting office was unable to competitively solicit and award a contract action on or before 07-31-2019.

The current vendor, Shred-it, has more than 280 lockable containers in place amongst 12 different VA sites throughout central Florida. Shred-it is the one source with the necessary equipment in place, a labor force assigned to each VA site, and satisfactory past performance to continue services without interruption beginning 08-01-2019.

4. Description of market research conducted and results or statement why it was not conducted: A solicitation seeking a new, long-term (5-year) contract was posted on 07-16-2019 with a due date of offers on or before 08-06-2019. The market research conducted in support of the solicitation affirms any new vendor will require mobilization time after award and prior to beginning performance. Although mobilizations may vary (average between 15 – 45 days), no known vendor can support a requirement of this size and scope within 48-hours.
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.*

---

Kurt Kramer  
Contracting Officer  
RPOE, NCO 8