

SOLE SOURCE JUSTIFICATION
FOR FEDERAL PROCUREMENTS UNDER THE SIMPLIFIED ACQUISITION THRESHOLD
(The use of this template is optional and solely for the convenience of the Contracting Officer)

1. Describe the requirement, as well as the total estimated dollar value. Please note that the requirement is the minimum acceptable specification or capability, and is not necessarily the best in the industry. *Please note whether any additional follow-on work is anticipated in response to the current proposed effort.*

2. List the proposed vendor and contact information.

3. Describe why the proposed vendor is the only vendor from which the requirement can be obtained. Examples of acceptable justifications include but are not limited to: sole manufacturer and seller, adherence to warranty provisions, urgency, etc. If other vendors can provide similar products or services, describe why they cannot meet our particular requirement. *Attach supporting market research documentation.*

4. Certification:

I hereby certify that the information provided above is accurate and complete to the best of my knowledge and belief.

Technical Representative

Date

5. CO Certification:

I hereby determine that the circumstances of this procurement action deem only one source reasonably available. Also, the quoted price is determined to be fair and reasonable as documented on the SAP e-File Checklist and Award Summary.

Contracting Officer

Date