

SIMPLIFIED ACQUISITION AWARD DOCUMENTATION

PR Number: Contract Number:

OPEN MARKET PROCEDURES

SCREENING (FAR 8)

- Screening for Required Sources of Supplies/Services.

MARKET RESEARCH (FAR 10)

- Market research was conducted resulting in the following:

COMMERCIAL DETERMINATION (FAR 2.101)

- This supply was determined to be commercial based on (Provide detailed explanation for each selection):
- The item is of a type customarily used by the general public or by non-governmental entities for purposes other than governmental and has been offered or sold, leased, or licensed to the general public:
 - The item evolved from a commercial item but is not yet available in the commercial marketplace, but will be available in time to satisfy the government's requirements:
 - The requirement is for a commercial item that has been modified to meet the government's requirements:
 - Other:
- The service is for installation, maintenance, repair, training, or other service for an item that meets the commercial item definition: This service is widely available to be purchased by a commercial medical facility.
- The service is of a type offered and sold competitively at established catalog or market prices. Provide documentation/Explanation:
- Other:

SERVICE CONTRACT ACT (FAR 22.10)

- The Service Contract Act is applicable for this award.
- Wage determination obtained
 - KO Determination to exempt
 - Contractor certification of SCA exemption in folder

TOTAL SMALL BUSINESS SET-ASIDE (FAR 19.5 / 19.10/ 13.003(b)(1))

- 100% Small Business Set-Aside
- Small Business Competitiveness Programs (FAR 19.10 / DFARS 219.10)
- Other Set-Aside (HUBZone/8A, etc.):
- Solicit on an unrestricted basis.
- Determination signed by KO and/or SBS.

BUY AMERICAN ACT (DFARS 225)

- Buy American Act Evaluation
- End product manufactured in United States (DFARS 225.101(a)(i))
 - End product from a Qualifying Country Source (DFARS 225.872-1)
 - Cost of end products' U.S. and qualifying country components exceeds 50 percent of the cost of all its Components (DFARS 225.101(a)(ii))
 - Documentation in purchase file
- Foreign Item Offered:
- Small Business Set-Aside withdrawn
- Foreign Restriction Applies
- Exception applies (DFARS 225.103):

POSTING / SYNOPSIS (FAR 5)

- <\$10K – Oral Solicitation (FAR 5.101(a)(2)(ii)/ FAR 13.106-1(c))
- \$10K - \$25K, **WRITTEN** RFQ posted on NECO or displayed in a public place IAW FAR 5.203(2)(b)
- >\$25K and above
 - Requirement was synopsisized.
 - Combined synopsis/solicitation
 - Requirement was **not** synopsisized. The following FAR 5.202 exception applies:
 - National Security:
 - Unusual and Compelling Urgency (Attach Justification)
 - FMS
 - Other Sources authorized/required by Statue:
 - Delivery/Task order placed under FAR 16.5
 - Perishable subsistence supplies and advance notice is not appropriate or reasonable:
 - Previous contract synopsisized in sufficient detail to comply with FAR 5.207

NON-COMPETITIVE REQUIREMENTS

- Impact Statement (Priority 03 and 06) <\$150K
- Sole Source Justification <\$150K
- FAR 13.5 Streamlined Justification and Approval (J&A)
 - \$150K - \$500K, signed by KO
 - \$500K - \$5M, signed by Competition Advocate

CENTRAL CONTRACTOR REGISTRATION (CCR) – <http://www.ccr.gov> (DFARS 204.73)

- The contractor/vendor is registered with the CCR.

CONTRACTOR RESPONSIBILITY DETERMINATION (FAR 9.1)

The prospective contractor has been determined to be responsible based on the general standards of responsibility prescribed by FAR 9.104. The contractor:

- Has an ability to meet the delivery or performance schedule.
- Has a satisfactory performance record (RYG) (CPARS)
- Does not appear on the “List of Parties Excluded from Federal Procurement and Non-procurement Programs” and is otherwise qualified and eligible to receive an award under applicable laws and regulations. (<http://www.epls.gov/>)

FAIR AND REASONABLENESS PRICE DETERMINATION (FAR 13.106)

I have determined the prices to be fair and reasonable based upon:

- Adequate Price Competition: [] vendors were solicited and [] quotes were received. After comparing the quoted prices, I consider the quotes to be competitive.
- Commercial Catalog or Published Price List
 - Manufacturer/vendor name:
 - Catalog/List title or number:
 - Effective date(s):
 - Page number(s):

***NOTE:** Inclusion of a price in a price list, catalog, or advertisement does not, in and of itself, establish fairness and reasonableness of the price. Additional pricing techniques should be employed.

- Established Market Price or Prices Set by Law/Regulation
 - The quoted price is the same as the established market price or the prices set by law or regulation as verified by:
- Historical Comparison for the same or similar items:
 - Prior Contractor: _____ Order No: _____ Date Purchased: _____

Quantity and Unit of Issue: Unit Price Previously Paid:
Basis for determining prior price reasonable:
If the item(s) are not identical, explain why the comparison is considered valid:

Other Price Analysis or Comments:

REPORTING REQUIREMENTS (DFARS 204 & 253)

CAR (All Actions) will be prepared

As the Buyer/Contract Specialist, I am recommending award to at \$. My award recommendation is based upon the above mentioned analysis.

Prepared By:

<i>Typed Name</i>	<i>Signature</i>	<i>Date</i>

As the Contracting Officer for this award, I have reviewed the above documentation and agree with the award recommendation discussed above.

Reviewed By¹:

<i>Typed Name</i>	<i>Signature</i>	<i>Date</i>

¹ For any exemption granted under (a)(5) above, the certifying official should be the CCO (at the very least, the same Contracting Officer that signed the J&A); in all other cases, one level above the Contract Specialist/Buyer is sufficient.