

SOLE SOURCE JUSTIFICATION**(Simplified Acquisition Procedures under FAR Part 13 Not Exceeding \$150K)****1. Agency/Contracting Activity:** Mission Installation Contracting Command- Ft Knox**2. Description of Action:** Services to support the Mississippi Health STEM Camp FY 23 5-16 JUNE 2023 two cycles, for 6th Brigade JROTC.Nature: ☒ New Requirement ☐ Follow-On Requirement
☐ Mod to Existing Purchase Order/Contract NumberPricing: ☒ Firm-Fixed Price ☐ Time and MaterialsFunds: ☒ OMA ☒ Other Funds: MPA**3. Description of Supplies/Services:**

- a. The total estimated dollar value of the proposed action is \$85,532.00.
- b. The requirement is to provide Residential Health (STEM) Training for the establishment of a Science, Technology, Engineering and Mathematics (STEM) education program introducing selected Junior Reserve Officers' Training Corps (JROTC) Cadets to career opportunities. In a collaborative effort with the University of Mississippi, and U.S. Army Cadet Command's 6th Brigade, the intent is to meet the scope, and objectives of a STEM HEALTH Camp Training and Support to prepare students to meet the ever-changing challenges of a global society in the medical field.
- c. The contractor shall provide lodging, facilities, and meals in support of approximately 120 JROTC Cadets, two cycles; 5 - 9 June 2023 1st cycle and 12 – 16 June 2023 2nd cycle. Base year cost \$85,532.00

4. Authority:**Action using Simplified Acquisition Procedures**

☒ **FAR 13.106-1(b) (1):** For purchases not exceeding the simplified acquisition threshold (SAT), contracting officers may solicit from one source if the contracting officer 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).

5. Reason for Authority Cited: William Carey is within the Sixth Brigade's geographical footprint, which includes Alabama, Mississippi, and Louisiana. The 6th Brigade staff was able to locate approximately three facilities in Mississippi. All Facilities are catered to 21st Century Medicines and coursework described in Section 3. The Cadets must have a STEM program that focuses on a broad spectrum of Health Science to meet the intended purpose of this training requirement. William Carey has the organizational structure, facilities, and staff in place to allow for an immediate and positive impact on Sixth Brigade Cadets. William Carey has the open period that will fit the Summer STEM schedule. Although there may be other facilities, WCU is the only facility in the requirement area that offers the required training while providing STEM environment.

- Alternatives. There are no known alternatives for this requirement.

- **Additional Supporting Information:** William Carey University (WCU) is being requested as the sole source vendor due to solicitations that were previously competed unrestricted with resulting contract W9124D-16-P-0205 to William Carey University, as they were the only offer received that can offer the required services.
- **Impact if justification not approved:** If the justification is not approved the impact would be the 6th Brigade Cadets will not be introduced to STEM training opportunities.

6. Actions to Increase Competition: No responses were received to the Sources Sought Synopsis or the Special Notice – Notice of Intent to Sole Source. Posted on April 25-27, 2023.

7. Market Research: The 6th Brigade staff researched extensively and sought medical institutions that possibly could fully support the requirements telephonically and via email. Only one institution was found that could fully support the requirements, but another institution was found that could provide the curricula. Those two institutions –William Carey University and the University of MS Medical Center were contacted and asked to provide an informal quote. The Performance Works Statement was sent to the two institutions along with the request for informal quote. A response from WCU MS. Melissa Stephens was received with quote. The University of MS Med Center would not be able to provide a quote because the center could not provide a residential experience as required. William Carey University remains capable of supporting the full requirement (as it has done in the past years prior to COVID-19). Facilities must completely accommodate separate gender lodging, not have any non-JROTC adults lodging/billeting in the same building, must be an adequate distance from alcohol serving establishments, and must provide onsite security.

WCU has met these requirements for 4 plus years prior to COVID-19. As a basis for this CBA/MRA, historical data from previous HEALTH STEM CAMPS was used to facilitate setting current fair market pricing for each specific line item with inflation adjusted costs compared using current market. Local hotels are not within proximity and conducive for support this training. Safety and welfare of all cadets/students remain a top priority and WCU is the best selection to achieve the Health STEM lodging, facilities, and meals requirements. Additionally, the MICC Fort Knox Contract Specialist performed market research to increase competition for this requirement. A search of Government databases (SAM.gov, SBA, GSA) has been requested. Each of the entities will be revealed researched or contacted by telephone to determine suitability to provide the required service.

Recommendation: Recommend contract approval for period (5 - 16 June 2023) for support of the Health STEM Camp mission.

8. Procurement History:

Previous Purchase Orders(s) or Contract(s): ☒ Yes ☐ No

Purchase order or contract number: W9124D-16-P-0205

Was action competed? ☒ Yes ☐ No

If action was not competed, state the cited authority, summarize rationale: FAR 13.106-1(b)– Only Known Source. A Sole Source Justification was approved for the previous requirement. Market research determined only one source capable of providing the service.

9. Additional information to support the justification: One of the major challenges facing the nation - especially the state of Mississippi- is the need to improve the overall health, fitness, and well-being of the American population. Increased numbers of professionals in health based career fields are needed to help meet this challenge. To help address this need 6th Brigade JROTC want to continue partnering with an institution of higher learning (IHL) to provide health-based career education and activities for JROTC cadets. An IHL that have fully established Medical School and Allied Health Programs such as William Carey University. Over the past 8 plus years we requested bids from other vendors that decline to bid/respond. However, WCU provided a bid each year. Every bid from WCU proved to be the best cost savings to the federal government. The fixed

loaded rates, terms and conditions of the current bid is found to be valuable to the government other than the open market.

10. Technical/Requirements Certification: I certify that the supporting data under my cognizance which is included in the sole source justification is accurate and complete to the best of my knowledge and belief.

Submitted By: [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

11. Fair and Reasonable Price Determination: As Contracting Officer, I hereby determine that the anticipated cost to the Government for this contract action will be fair and reasonable. Basis for the determination: price analysis techniques.

12. Contracting Officer's Approval:

I hereby certify that this Justification is accurate and complete to the best of my knowledge and belief. Based on the foregoing, I approve this sole source justification subject to availability of funds, and provided that the services and supplies herein described have otherwise been authorized for acquisition

Signature: [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]