

Memorandum for Record – Soliciting to One Source at or below the Simplified Acquisition Threshold

1. Contracting Activity: Fort Knox MICC, Fort Knox KY 40121

2. Description of Action:

Nature: ☒ New Requirement ☐ Follow-on Requirement

Contract Vehicle: ☒ Purchase Order Number _____

Pricing/Contract Type: ☒ Fixed Price

Funds: ☒ Operations & Maintenance, Army (OMA) ☒ Other Funds: MPA
FY: 2023

Name of Proposed Contractor(s) and Address:

Missouri Military Academy
204 N. Grand Street
Mexico, MO 65265-3020

[REDACTED]

Brand Name Buy: ☐ Yes ☒ No

3. Description of Services or Supplies:

The contractor shall furnish rooms, facilities, furniture, equipment, supplies, management, supervision, and labor to provide meals, lodging accommodations and training facility usage for 400 cadets and 70 cadre from 3rd Brigade Junior Reserve Officers' Training Corps (JROTC) to conduct their annual JCLC training requirement.

Base Period: 03 June 23 to 08 June 23	Value: \$119,967.50
Option Period 1: Approx. 04 June 24 - 09 June 24	Value: \$123,558.30
	Total: \$243,525.80

4. Authority:

☒ FAR 13.106-1(b)(1): For purchases not exceeding the simplified acquisition threshold (SAT), only one source reasonably available, urgency, exclusive licensing agreements, brand name, or industrial mobilization.

5. Reasons for Authority Cited:

Missouri Military Academy (MMA) is the only source capable of providing all the training facilities necessary to meet regulatory guidelines. MMA possesses a wooded area to conduct Land Navigation, Olympic size swimming pool, rappel tower, leader reaction course, access and full use of a lake for water survival training, dining facility

and complete staff, as well as lodging facilities to accommodate both cadets and cadre. All training locations are within walking distance which reduces lost training time. This is all in keeping with the training requirements of Cadet Command Regulation (CCR) 145-2. MMA is also centrally located within the 21 schools participating in the conduct of this encampment. This minimizes the cost of transportation and mitigates safety risks of schools having to travel excessive distances on commercial transportation or by school bus.

Camp Clark which is a National Guard facility located in Nevada, MO can't accommodate all the required resources for this mission. Camp Clark does not possess a rappel tower nor an operable swimming pool. Fort Leonard Wood isn't a viable option because priority of all training goes to the basic training units on the installation.

One possible alternative include contracting with another major military academy outside of the state of Missouri. However, this would increase transportation and lodging costs \$80,000.00 annually and lose valuable and limited training time. Another possible alternative is to provide smaller training groups at different locations. However, smaller groups would make it even more difficult to reserve key training facilities at National Guard or Active Duty installations. These additional alternatives include increasing annual cost of transportation and lodging by approximately \$80,000.00 annually, and increasing the training schedule to ensure cadets receive the proper training IAW Title 10 U.S.C., AR145-2, and CCR 145-2.

The government will pay increased transportation and lodging costs of \$80,000.00 and lose available training time. Training must be conducted annually to maintain the required number of certified Instructors for leading the 1,700+ JROTC/NDCC units authorized by Congress.

The training provided to JROTC Instructors is mandated by Congress IAW Title 10 U.S.C., the DODI, and AR 145-2. All JCLC units must receive appropriate training every year. If training is not conducted, the school's JROTC program will lose their certification and JROTC programs will have to be closed. Congress mandates each military service will have a JROTC program; the Army is authorized more than 1,700 JROTC programs, and more than 4,000 Instructors. Conducting training at another location will cost the government an additional \$80,000.00. Not conducting the training is not an option.

Missouri Military Academy will provide the best services available and provide the government an outstanding opportunity to save more than \$80,000.00 per year. It will also maximize the use of limited JCLC training schedule for required training instead of time spent transporting 400 cadets across state lines.

6. Publicizing Contract Actions: For FAR Part 13 actions, the public display and synopsis requirements of FAR 5.101 and FAR 5.203 does apply and will be followed.

7. Market Research:

A similar contract was in place when Wentworth Military Academy was operational. 3rd Brigade held two successful annual JCLCs there under contract W9124D-15-C-0015. Unfortunately, Wentworth Military Academy was closed in May 2017. So the second option period was never exercised.

In the past, Missouri Military Academy was unable to accommodate our training requirements due to prior commitments. When WMA closed, we were able to contact them early enough in the year to have MMA reschedule these prior commitments in order to still host our JCLC encampment as well.

8. Other Facts:

Procurement History

Contract numbers and dates of the last several contracts for these same requirements. W9124D-15-C-0015 and W9124D-21-P-0057.

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



10. Contracting Officer Certification/Approval:

I hereby determine that the anticipated cost or price to the Government for this contract action will be fair and reasonable based upon the comparison of previous purchases determined fair and reasonable.

I certify that this justification is accurate and complete to the best of my knowledge and belief, and that completing this purchase as a sole source is in the best interest of the Government. Additionally, I approve this justification to limit competition subject to the availability of funds and provided that the services or supplies herein described have otherwise been authorized for acquisition.

Signature: WELLMAN.HOBART.TAYLOR.1273804141
Typed Name: Taylor Wellman
Contracting Officer

Digitally signed by
WELLMAN.HOBART.TAYLOR.1273
804141
Date: 2022.07.21 07:48:08 -04'00'