JUSTIFICATION REVIEW DOCUMENT

NATIONAL GUARD BUREAU
111 South George Mason Drive
Arlington, VA 22204-1373

1. OVERVIEW

a. Program/Equipment Name

Case Management Support Services

b. Estimated Price

[redacted]

c. Authority

41 U.S.C. 1901 as implemented in FAR 13.106-1(b)(1) Soliciting from a single source.

d. Technical Representative

Name	Title	Email	Phone	Date
[redacted]	Resource Management Supervi	[redacted]	[redacted]	June 02, 2026

e. Contracting Officer

Name	Title	Email	Phone	Date
[redacted]	Contracting Officer	[redacted]		[redacted]

○ Requirements Representative *(If different from Technical Representative.)*

✓ Prepared by *(If different from Contracting Officer.)*

Name	Title	Email	Phone	Date
[redacted]	Contract Specialist	[redacted]	[redacted]	[redacted]

2. REVIEWS

I have reviewed this justification and find it adequate to support other than full and open competition.

○ Program Manager *(If applicable.)*

○ Program Executive Officer *(When item is Program Executive Officer managed.)*

Controlled by: National Guard Bureau
Controlled by: USPFO-OH
CUI Category: SOURCE SELECTION
Limited Dissemination Control: FEDCON
POC: [redacted]
(Populates from the 1.e. Contracting Officer.)

Single Source Determination

✓ Guidance

Blue Fields require user input.

Gray Fields have calculations or programming. No user input required.

Local Control Number	NGB Control Number *(if applicable)*
2026-001	

1a. CONTRACTING ACTIVITY	b. Requiring Activity	c. POC
USPFO - OH	Office of the State Surgeon, Ohio Army National Guard	[redacted]

2a. NATURE OF ACTION	b. Contract Action	c. Contract Type	d. Fund Type
Sole source; Individual Basis	Follow-On Contract	Firm Fixed Price	O&M, Army

3a. ESTIMATED PRICE

[redacted]

4a. Name of Requirement

Case Management Support Services

b. Description of Requirement

The Ohio Army National Guard has a requirement for non-clinical case management and case coordination support services for the comprehensive medical readiness and global deployability of approximately 9,500 service members. The contractor shall independently manage, process, and update individual Soldier medical cases, delivering synchronized case information to Soldiers, units, Medical Readiness NCOs (MRNCOs), and State Surgeons Office personnel. The contractor shall provide all necessary management, labor, and oversight to deliver these service outcomes in support of the State Surgeons Office mission.

c. Demonstrate, in Detail, Why This Specific Item or Service, is the Only One That Meets Your Requirements

1. Nature and/or Description of the Action Being Approved:
The Ohio Army National Guard (OHARNG) requires a sole-source, interim bridge contract for non-personal case management support services. This short-term action is required to ensure the uninterrupted continuity of medical readiness services while the long-term, competed follow-on contract is finalized and awarded. The proposed source is the incumbent contractor, who is currently fully mobilized and performing these services.

2. Description of the Supplies or Services Required to Meet the Agency's Needs:
This requirement is for continuous, daily case management support to manage and process medical readiness records for approximately 9,500 OHARNG Soldiers. The estimated period of performance for this bridge contract is 75 days to allow sufficient time for the solicitation, evaluation, and transition of the competed long-term contract.

3. Identification of the Justification Rationale (FAR 6.302-1):
Only one responsible source, and no other supplies or services, will satisfy agency requirements.

The existing contract is set to expire on June 23, 2026. A long-term, competed contract vehicle is currently in the procurement pipeline but will not be awarded prior to the expiration of the current contract.

Unacceptable Delay & Time Constraints: Onboarding and transitioning this requirement to a new contractor cannot be accomplished within the remaining 22-day time frame. A standard transition-in period for a case management support contract of this complexity typically requires a minimum of 30 to 45 days to recruit, vet, clear, and train new personnel. Attempting to transition to a new vendor at this stage would result in an immediate and unacceptable gap in services, directly degrading the medical readiness and deployability status of OHARNG Soldiers.
Duplication of Costs & Inefficiency: The incumbent contractor is already fully staffed, cleared, and operational. Bringing in a new contractor for a short-term interim period would force the Government to incur substantial and unnecessary mobilization, onboarding, and background clearance costs. Furthermore, the Government would be forced to pay these transition costs twice: once for the short-term interim vendor, and again once the long-term contract is awarded.

Conclusion: Therefore, the incumbent contractor is the only source capable of providing the required case management support without a lapse in service or the duplication of mobilization and transition costs.

5a. HAS THIS BEEN PREVIOUSLY PROCURED?

✓ Yes, details are below. ○ No.

b. Contract Number	c. Date	d. Competitive Status	e. Authority Previously Cited (if OTF&O)
W91364-21-F-0004	December 22, 2020	100% SDVOSB set-aside	N.A.

f. Summary of "Actions to Increase Competition" and an explanation of the results.

g. If previously used "Full and Open Competition" explain what changes causing this to now have limited sources.

A sole-source bridge contract with the incumbent is required because the current contract expires in 22 days, and transitioning to a new vendor in this time frame would cause an immediate, unacceptable lapse in critical medical readiness services and a substantial duplication of mobilization costs before the long-term contract is finalized.

h. Provide an explanation of any unusual patterns that may be revealed by the history, e.g., several consecutive, urgent buys.

N.A.

i. If a justification was prepared to support the procurement made before this one, briefly describe the circumstances justifying the procurement and whether there have been any significant changes.

N.A.

j. Provide any other facts necessary to justify limiting competition that were not previously stated.

Complete solicitation package delayed.

6a. AUTHORITY CITED

41 U.S.C. 1901 as implemented in FAR 13.106-1(b)(1) Soliciting from a single source.

b. Reason for Authority Cited

The incumbent contractor is the only source capable of providing the required case management support without a lapse in service or the duplication of mobilization and transition costs.

7. POSTING REQUIREMENTS

None.

8. CONTRACTING REQUIREMENTS

a. Efforts to Obtain Competition

This is a bridge contract and the long-term contract will be competed.

b. Actions to Increase Competition

This is a bridge contract and the long-term contract will be competed.

c. Market Research

Market research was conducted to evaluate the availability of potential sources capable of providing immediate, short-term case management support services during an interim bridge period. While a robust, highly competitive market of qualified small businesses and Service-Disabled Veteran-Owned Small Businesses (SDVOSBs) exists for long-term case management support—as evidenced by the active, ongoing competitive procurement for the permanent follow-on contract—no source other than the incumbent contractor can satisfy the Government's immediate requirement without causing a critical lapse in services. The current contract is set to expire in 22 days, whereas onboarding a new contractor requires a standard transition-in period of 30 to 45 days to facilitate personnel recruitment, security clearances, and system-access training. Consequently, attempting to award this short-term bridge to any vendor other than the incumbent would result in an immediate, unacceptable gap in medical readiness tracking for approximately 9,500 Soldiers, directly impacting unit deployability. Furthermore, soliciting a new vendor for a temporary interim period would force the Government to incur substantial, duplicated mobilization and onboarding costs that would be paid again once the permanent contract is awarded. Therefore, market research confirms that only the incumbent contractor possesses the fully cleared, trained, and immediately mobilized personnel necessary to maintain continuity of critical medical readiness support without service interruption or unnecessary duplication of costs during this interim bridge period.

d. Interested Sources

Include a listing of the sources that have written to express interest in the acquisition. If applicable, clearly state: "To date, no other sources have written to express an interest." Also, state that the notices required by FAR 5.201 shall be or have been published, and that any bids or proposals received shall be considered. If a notice is not posted, state which exception in FAR 5.202 applies.

N.A. (sole source)

e. Other Facts

N.A.

9. REQUIRING ACTIVITY CERTIFICATION

Technical and Requirements

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.

Name	Date	Title
[redacted]	[redacted]	Resource Management Supervisor
Phone	Email	
[redacted]	[redacted]	[redacted]

11. APPROVAL

Contracting Officer (KO)

1. I hereby determine that the anticipated cost to the government for this contract action will be Fair and Reasonable.
2. I certify that this Justification is accurate and complete to the best of my knowledge and belief.

(This certification shall be made by the contracting Officer who will sign the contract resulting from this Justification and Approval.)

Name	Date	Phone
[redacted]	[redacted]	
Email		
[redacted]		[redacted]

12. REDACTION INSTRUCTIONS

After completion and signatures, print to PDF. Then redact items such as, but not limited to:

1. Dollar amounts.
2. Names.
3. Signatures.
4. Proprietary information.

   FAR 5.401, FAR 24.1, and FAR 24.2