USE OF OTHER THAN FULL AND OPEN COMPETITION LESS THAN SIMPLIFIED ACQUISITION THRESHOLD MEMO

FROM: [redacted]
CODE:
SUBJECT: Sole Source/Brand Name Justification / Limited Source Justification for Use of Other than Full & Open Competition for an Acquisition under the Simplified Acquisition Threshold (SAT)

I. BACKGROUND

1. FAR 13.106-1(b)(1)(i) states for purchases not exceeding the simplified acquisition threshold, 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.

2. As required by FAR 13.106-3(b)(3)(i), this memorandum explains the absence of competition for this acquisition, as only one source will be solicited for this requirement (or for a portion of the requirement) and the requirement is not expected to exceed the simplified acquisition threshold.

3. This memorandum is derived from Enclosure 3, Department of Navy Simplified Acquisition Procedures Guide (April 2018) and is only applicable to acquisitions under the SAT.

II. DESCRIPTION OF ITEM OR SERVICE (include manufacture/sole source name and address)
Bldg. 4E Crane 0018 Repair.

The project requires extensive repairs and replacements for Building 4E Crane 0018, which was badly damaged due to a fire. The scope of work includes a structural floor load analysis, removal of the damaged equipment, and the installation of a new Navy-compliant hoist and trolley system.

The total estimated value of the repair is up to $112,356.67. All work shall be completed within 60 calendar days from the date of award.

VENDOR: CraneWorks, Inc.
ADDRESS: 6119 Miller RD Richmond, Virginia 23231, United States
PHONE: (434) 352-3212

III. BASIS FOR DETERMINATION FOR USE OF OTHER THAN FULL & OPEN COMPETITION

☐ **A. BRAND NAME:**
Item required must be a brand name product, or feature of a product, particular to one manufacturer.

☐ **1. Restrictive Rights**: The source has established proprietary rights, limited rights in data, patent rights, copyrights, or secret processes in the item or service required.

☐ **2. Exclusive Licensing Agreements**: The item or service is only available from the Original Equipment Manufacturer (OEM).

☒ **3. Other Reasons**:
Craneworks is uniquely qualified to perform this repair for several critical reasons. The Government requires a sole source repair contract to be issued to Craneworks as they are responsible for maintaining the crane.

Continuity of responsibilities from Craneworks the incumbent contractor for crane maintenance at the facility under a contract with the US Army Corps of Engineers (USACE) is and is slated to continue this role under a future follow-on contract. This continuity is vital for consistent and reliable crane operation.

Craneworks is the NAVFAC-designated contractor responsible for maintaining compliance with NAVFAC P-307 standards. This designation makes them uniquely responsible for ensuring the cranes pass all recurring testing and certification requirements.

As the designated maintenance contractor, Craneworks has intimate knowledge of the equipment and governing regulations. Awarding the contract to another vendor would create a division of responsibility, potentially leading to conflicts and delays in ensuring the crane meets the stringent NAVFAC P-307 and NAVSEA requirements. Using Craneworks ensures a seamless and efficient repair process, accountability, and continued compliance.

☒ **B. SOLE SOURCE (**select all that apply)

☐ **1. Restrictive Rights**: The source has established proprietary rights, limited rights in data, patent rights, copyrights, or secret processes in the item or service required.

☐ **2. Exclusive Licensing Agreements**: The item or service is only available from the Original Equipment Manufacturer (OEM), or there is only one authorized distributor or technical representative for the OEM.

☐ **3. Other Reasons**:

☐ **4. Federal Supply Schedules (FSS): IAW FAR 8.405-6(a)(1)**

☐ a. An urgent and compelling need exists, and following the procedures would result in unacceptable delays;

☐ b. Only one source is capable of providing the supplies or services required at the level of quality required because the supplies or services are unique or highly specialized; or

☐ c. In the interest of economy and efficiency, the new work is a logical follow-on to an original Federal Supply Schedule order provided that the original order was placed in accordance with the applicable Federal Supply Schedule ordering procedures. The original order or BPA must not have been previously issued under sole-source or limited-sources procedures.

IV. CERTIFICATIONS & APPROVALS

A. Technical/Requirements Certification: I certify that the facts and representation under my cognizance, which are included in this justification, are complete and accurate to the best of my knowledge and belief.

[redacted] 06/01/2026

Customer/Requestor Signature | Name / Title / Phone | Date

[redacted] 06/01/2026

First Line Supervisor Signature | Name / Title / Phone | Date

B. Certification/Approval per FAR 13.501: Upon the basis of the above justification, I hereby approve the solicitation of the proposed procurement(s) described herein using other than full and open competition, pursuant to the authority of 10 U.S.C. 2304(c).

[redacted]

Contracting Officer Signature | Name / Title / Phone | Date