JUSTIFICATION AND APPROVAL
FOR OTHER THAN FULL AND OPEN COMPETITION

Completion Instructions: The Department of Health and Human Services (HHS) has established a standard template for the preparation of a J&A for Other Than Full and Open Competition. If this is an 8(a) set-aside, please note this form is not required unless the acquisition is valued (including all options) at greater than $22 million. This template is NOT applicable for actions using simplified acquisition procedures (FAR Part 13), Federal Supply Schedule orders (FAR 8.4) or task or delivery orders subject to fair opportunity (FAR 16.505).

Tailor all aspects of this template to the individual acquisition. Consult FAR Subpart 6.3 for guidance. An addendum may be added in case additional space is needed.

When this document is printed, the blue italic instructions are automatically deleted on the printed version.

Acquisition Title: Professional Services to Support & Maintain Program Operational Efficiencies

Agency: CDC

Acquisition Year (FY): 2026

Author and Title: [redacted]

2. Description of Action:

Nature:	☐ New Requirement	☐ Follow-on Requirement	
	☑ Modification to Existing Purchase Order/Contract Number:		75D30121C10756
Pricing:	☐ Firm-Fixed Price	☐ Time & Materials	Cost
	☐ Other:		
Funds:	☐ OMA	☑ Other Funds:	CDC

Name of Proposed Contractor(s): VAAS Professionals, LLC

Street Address: 325 Edgewood Avenue, SE

City, State, Zip: Atlanta, GA 30312

3. Description of Services or Supplies:

Basis for Approval (FAR 6.303-1(d)):	☑ Individual Basis	☐ Class Basis

The total estimated value of the proposed action, including all options is $ $65,732.60

As applicable, briefly describe the services or supplies required to meet the agency's needs, including make & model number where appropriate. Include quantities of supplies or period of performance for services. Provide information for any options included. If the action is a modification to an existing contract, distinguish clearly between the work covered by the original contract and the work to be obtained by the proposed modification.

The professional support services include: providing analytical support, findings, and recommendation for program consideration, review, and approval (as applicable) to improve and streamline program operational functions, processes, and procedures; assisting with the monitoring of program resources including tracking and analyzing budget projections, obligations, and expenditures; identifying any discrepancies and prepare reports/recommendation for program review and determination; preparing Purchase Request packages or supporting documentation using the CDC acquisition system for program review and approval, as requested, and track status; tracking

4. Authority and Rationale: Identify the statutory authority, FAR title and FAR citation permitting other than full and open competition. It may be one of the following most commonly used citations by the operating divisions of the Department of Health and Human Services (HHS), but other exceptions may apply per FAR Subpart 6.3.

Actions other than simplified acquisition procedures (select only one and provide an explanation):

☑ *FAR 6.302-1:* Only one responsible source and no other supplies or services will satisfy agency requirements, 41 U.S.C. 3304(a)(1)

Explain why the intended contractor is the only responsible source who can provide the required supplies or services. Discuss the unique capabilities, expertise, etc. that support the lack of competition/why no other type of supplies or services will satisfy agency requirements. Explain factors/unique qualifications such as proprietary data or exclusive licensing rights, if applicable. When competition is limited to items particular to one manufacturer, this justification must explain why the particular brand name, product, or feature is essential to the Government's requirements, and that market research indicates other companies' similar products, or products lacking the particular feature, do not meet, or cannot be modified to meet the agency's needs in accordance with FAR 11.105. If in connection with a follow-on contract for continued development or production of highly specialized equipment, detail the substantial duplication of cost or unacceptable delays.

The professional support services currently being provided by VAAS Professionals are essential to streamline CDC's global TB program operational functions for improved efficiency; to ensure program financial stewardship for increased accountability; and to support and maintain program operational efficiencies for increased productivity. Having another contractor provide these critical professional support services during the 6-month extension period would be inefficient and would increase the risks for the program to be non-compliant with

☐ *FAR 6.302-2:* Unusual and compelling urgency, 41 U.S.C. 3304(a)(2)

If unusual and compelling urgency is the basis for the justification, explain the chronological events leading up to the requirement and explain why time constraints cannot permit even a limited competition. Describe the detrimental effects/ serious injury to the mission of the requiring activity or to the government, financial or otherwise, that will result if this justification is not approved. Describe impact of required delivery/performance date. Describe the detrimental effects/ serious injury to the mission of the requiring activity or to the government, financial or otherwise, that will result if this justification is not approved and the product or service cannot be provided by the intended sole source contractor. Failure to plan for expiring funds is not a valid reason for citing this exception. May not exceed one year, including all options, unless the head of the agency determines that exceptional circumstances apply.

☐ *FAR 6.302-5:* Authorized or Required by Statute, 41 U.S.C. 3304(a)(5)

Provide a citation to the statutory authorization and a brief description of its content, or identify the specified source or other agency.

☐ Other (See FAR Subpart 6.3 for additional authority)

Provide the authority and citation to the applicable section of FAR 6.3.

Provide a full explanation to justify use of the exception.

5. Agency Actions to Take or Remove Barriers That Led to Other Than Full and Open Competition (If applicable):

Describe the actions, if any, the agency may take to remove or overcome any barriers that led to the restricted consideration prior to any subsequent acquisition for the supplies of services is made. If no such actions have been taken, explain why.

CDC is working on a new competitive follow-on requirement to be awarded in FY2027. The use of this exception is justified as it is only for the 6-month extension period to align the end date of the current contract (May 6, 2026) with the start date of the new competitive follow-on requirement (estimated: November 7, 2026) and 2) to avoid any gaps in services that are essential to streamline CDC's global TB program operational functions for improved efficiency; to ensure program financial stewardship for increased accountability; and to support and maintain program operational efficiencies for increased productivity.

6. Bridge Contracts:

For contract extensions or bridge contracts when a competitive follow-on is in the process of being developed, summarize history of current contract and explain the reasons for any delays in the acquisition. Include discussion of the milestones for the follow-on action; the milestones should be as efficient as possible. Discuss why it would be neither cost effective nor realistic to expect another contractor to perform during the brief interim period; include issues such as start-up costs, phase-in, transfer of GFP, recruitment and staffing, etc. If the action is because of a protest, provide a brief discussion of the protest including the date the protest was filed and the basis of the protest. Explain that the action will provide the minimum quantity or performance period.

Contract #75D30121C10756 was awarded to certified 8(a) vendor VAAS Professionals on April 20, 2021, and was structured as a 12-month base period with four option years (period of performance: May 7, 2021-May 6, 2026). The 6-month extension is intended to provide uninterrupted continuation of services until the new competitive follow-on requirement is in place (estimated start date: November 7, 2026). It would be inefficient, not cost-effective, and unrealistic to transition these professional support services to another contractor during this extension period, given the time and resources required for knowledge transfer, systems familiarization, and staffing. Any such

7. Actions to Increase Competition:

Describe efforts made to compete the action, including whether a notice was or will be publicized as required by FAR Subpart 5.2 or which exception under FAR 5.202 applies. If a notice was publicized, discuss the number of written responses to the synopsis and the results of the assessment of the written responses. List sources, if any, that expressed, in writing, an interest in the acquisition. Provide rationale if interested sources were rejected. If applicable, state that no other sources have expressed interest, but all offers received shall be considered. Describe what actions will be taken to increase competition before subsequent acquisition of the supplies or services is required. You may state that an action is a one-time requirement, but if a similar requirement arises, every effort will be made to compete it to the maximum extent possible. If action is sole source because of proprietary data or licensing rights and there will be a continuing need for the requirement, there must be evidence that advanced planning has been initiated to overcome the barriers to competition, or there should be documentation to support an analysis that replacement costs/licensing purchase costs outweigh the benefits of competition. If the action is a contract extension or bridge, explain actions to compete the follow-on. If action is an urgent new requirement and a competitive follow-on is anticipated, explain that efforts are underway to facilitate a full and open competition.

This requirement has not been publicized under FAR Subpart 5.2 due to the critical timing associated with the expiration of the current contract on May 6, 2026, and the need to ensure uninterrupted continuation of services beginning May 7, 2026. Transitioning to a new vendor at the conclusion of the current award would not be feasible given the time and resources required for knowledge transfer, systems familiarization, and staffing. Any such disruption would increase the risks for the program to be non-compliant with pertinent regulations, laws, policies, and agency/departmental processes and procedures and would negatively impact program financial stewardship and accountability.

8. Market Research:

Describe the extent of the market research conducted to identify all qualified sources and the results thereof. "Market Research" is defined as those attempts you made to ascertain whether other qualified sources exist, and can include contact with knowledgeable experts regarding similar or duplicate requirements, contact with industry, results of a sources sought synopsis, or draft solicitations. Research of the marketplace may consist of written, electronic (i.e. email) telephonic, or world wide web inquiries. Lack of advanced planning is not an acceptable reason for the lack of market research, but true urgency may necessitate abbreviated market research that is limited to readily available historical and commercial information. If action is a contract extension or bridge contract, describe the market research efforts underway or completed for the follow-on. See FAR 10.002(b)(2).

Not applicable. The use of this exception is only for the 6-month extension period to align the end date of the current contract (May 6, 2026) with the start date of the new competitive follow-on requirement (estimated: November 7, 2026) and 2) to avoid any gaps in services that are essential to streamline CDC's global TB program operational functions for improved efficiency; to ensure program financial stewardship for increased accountability; and to support and maintain program operational efficiencies for increased productivity. Any disruption in services would increase the risks for the program to be non-compliant with pertinent regulations, laws, policies, and agency/departmental processes and procedures and would negatively impact program financial stewardship and accountability.

9. Procurement History:

Purchase order or contract number: 75D30121C10756

Was action competed?	☐ Yes	☑ No

If action was not competed, state the cited authority, summarize rationale, and describe the actions that were supposed to be taken to increase competition and the results thereof:

This action is not being competed and is being pursued under the authority of 41 U.S.C. 3304(a)(1), FAR 6.302-1, "Only One Responsible Source", and FAR 52.217-8, "Option to Extend Services."

The 6-month extension is intended to provide uninterrupted continuation of services until the new competitive follow-on requirement is in

10.Additional Information to support the justification:

If applicable, explain why technical packages or specifications to facilitate competition were not developed or available; describe actions taken to remedy the situation.

A competitive follow-on requirement has been developed, but there has been a delay in its processing due the transfer of 'Common IT and Professional Services' contracts from CDC to OMAS in support of the implementation of HHS' Procurement Acquisition Consolidation Taskforce (PACT) initiative.

11. Technical / Requirements Certification: ***By my signature below,*** I certify that the supporting data included in this J&A is accurate and complete.

[redacted]

12. Fair and Reasonable Price/Cost Determination: As Contracting Officer, by my signature below, I hereby determine that the anticipated price/cost to the Government for this contract action will be fair and reasonable.

Provide the basis for this determination, e.g., describe techniques to be used to determine fair and reasonable price (FAR Subpart 15.402), such as price analysis, cost analysis, cost realism. Per FAR Subpart 15.403-4(a)(1), the threshold for obtaining cost or pricing data is $750,000.

For the purposes of this 6 month extension, pricing will remain unchanged from the current period of performance that was evaluated and awarded as part of the base contract. Based on this, the price will be fair and reasonable.

[redacted]

13. Contracting Officer's Approval (Required for proposed contract not to exceed $700,000 (value calculated including all options)): I hereby certify that this justification is accurate and complete to the best of my knowledge. I approve this justification subject to availability of funds, and provided that the services and supplies herein described have otherwise been authorized for acquisition.

[redacted]

14. Legal Review:

All J&As greater than $68 million must have a legal review from the General Law Division of the Office of the General Counsel prior to sending it to the Department.

15. OPDIV Competition Advocate Approval (Required for proposed contract over $700,000 but not exceeding $13.5 million (value calculated including all options)):

I have reviewed this justification and find that it adequately supports other than full and open competition.

Name:		Phone:	
Signature:		Date:	

All J&As greater than $68 million must have a review from the Office of Small & Disadvantaged Business Utilization (OSDBU) prior to sending it to the Department. The OSDBU at their discretion may review any J&A.

16. Office of Small and Disadvantaged Business Utilization Review: (Required for contracts exceeding $68 million (value calculated including all options)):

Concur:	☐	Non-Concur:	☐
Name:		Phone:	
Signature:		Date:	

17. OPDIV HCA Approval (Required for proposed contract over $13.5 million but not exceeding $68 million (value calculated including all options)):

Name:		Phone:	
Signature:		Date:	

18. Department Competition Advocate (Required for contracts exceeding $68 million (value calculated including all options)):

Concur:	☐	Non-Concur:	☐
Name:		Phone:	
Signature:		Date:	

(The below approval paragraph is required if the cumulative contract value, including all options, exceeds $68 million.)

19. HHS Senior Procurement Executive (SPE) Approval:

Based on the foregoing justification, I hereby approve other than full and open competition for the above stated procurement, subject to the availability of funds, and provided that the services herein described have otherwise been authorized for acquisition.

State supplies/services being procured:

State the full statutory authority and FAR cite and title, consistent with paragraph 4, e.g. 41 U.S.C. 3304:

Name:		Phone:	
Signature:		Date:	