[redacted]

Control No: [redacted]

Justification Review Document
FAR Part 12 Sole Source Justification and Approval

Program/Equipment: Rental of one (1) - 20' x 60' (1,200 sqft.) convention booth space for the Association for Career and Technical Education (ACTE) CareerTech VISION 2026 from Association for Career and Technical Education, Inc. dba ACTE.

Authority: Simplified acquisition procedures for Commercial Products and Commercial Services, Title 41 U.S.C. 1901 as implemented by FAR 12.201-1(a) (DFARS CD 206-O0028).

Amount: [redacted]

Prepared by: [redacted]

Contracting Officer: [redacted]

Reviews: I have reviewed this justification and find it adequate to support sole source.

[redacted]

[redacted]

[redacted]

[redacted]

Control No: [redacted]

FAR Part 12 Sole Source Justification and Approval

1. Requiring Activity: U.S. Army Recruiting Command (USAREC)-MISSION SUPPORT BN: NATIONAL CONVENTIONS DIVISION (NCD), 185 9th Cavalry Regiment Avenue Fort Knox, Kentucky 40121.

2. Contracting Activity: U.S. Army Mission and Installation Contracting Command Center (MICC)-Fort Knox, 199 6th Avenue, Suite 250, Fort Knox, KY, 40121.

3. Description of Action: Requesting approval to award a firm-fixed-price contract to Association for Career and Technical Education, Inc. dba ACTE. This contract will cover rental of one (1) - 20' x 60' (1,200 sqft.) convention booth space at the Ernest N. Morial Convention Center, 900 Convention Center Blvd, New Orleans, LA 70130.

4. Description of Supplies/Services: Association for Career and Technical Education, Inc. dba ACTE (CAGE: 0KXS6), based in Alexandria, VA will be providing booth space for the Army Mission Support BN: National Convention Division (NCD) at the Ernest N. Morial Convention Center in New Orleans, LA 70130. These services will be performed between 2 December 2026 through 5 December 2027.

Period	Period of Performance	Estimated Value
Base	12/02/27 – 12/05/27	$25,500.00

5. Authority Cited: Simplified acquisition procedures for Commercial Products and Commercial Services, Title 41 U.S.C. 1901 as implemented by FAR 12.102-1(a) (DFARS CD 206-O0028) only one source is available valued at or below the simplified acquisition threshold.

6. Reason for Authority Cited: Association for Career and Technical Education, Inc. dba ACTE [redacted] is the official convention service contractor, no other vendor is authorized to provide these services. Therefore, Association for Career and Technical Education, Inc. dba ACTE, is the only responsible source capable of fulfilling the Government's requirements. [redacted]

a. Background: The National Conventions Division participates in (Association for Career and Technical Education (ACTE) CareerTech VISION 2026) to ensure the Army maintains a strong and visible presence among a large audience of motivated, high-potential young individuals. Engagement at this event directly supports national recruiting objectives by creating opportunities to connect with prospects and showcase the wide range of career pathways the Army offers. By supporting the (Association for Career and Technical Education (ACTE) CareerTech VISION 2026) the Army is able to cultivate interest among the next generation who may ultimately choose to serve and fill critical roles across the force. The convention provides a strategic venue for meaningful interaction,

[redacted]

allowing Army representatives to highlight programs to help individuals further develop their skills, pursue personal and professional growth, and explore alternative pathways to service.

b. Alternatives. There are no Alternatives to this event.

c. Impact if justification is not approved: Not attending the (Association for Career and Technical Education (ACTE) CareerTech VISION 2026) event could result in a significantly missed opportunity for the Army's recruiting efforts, especially in terms of attracting skilled recruits in technical fields. It could also negatively impact on its reputation and relationships with potential candidates and partners, leading to a loss of competitive advantage in a tight recruiting environment.

7. Efforts to Obtain Competition: No further action can be taken at this time.

d. Effective competition: Association for Career and Technical Education, Inc. dba ACTE is the only Authorized Vendor that provides Convention Decorator Services at the (Association for Career and Technical Education (ACTE) CareerTech VISION 2026).

e. Subcontracting competition: no other vendor is authorized to provide requested services.

8. Actions to Increase Competition: According to the event website, Association for Career and Technical Education, Inc. dba ACTE is the official convention service contractor, no other vendor is authorized to provide these services.

9. Market Research: Market research has determined that Association for Career and Technical Education, Inc. dba ACTE is the official convention decorator service contractor, no other vendor is authorized to provide requested services. [redacted]

Interested Sources: Association for Career and Technical Education, Inc. dba ACTE is the only vendor authorized to provide these specific services at the (Association for Career and Technical Education (ACTE) CareerTech VISION 2026). As the official convention service contractor, no other vendor is authorized to provide these services.

10. Other Facts: N/A

a. Procurement History: This event was last executed in FY25. The last time this event was executed as a contract requirement was in FY25.

Contract number: W9124D-25-PA040
Name: Association for Career and Technical Education, Inc. dba ACTE
Cage Code: [redacted]
NAICS code and size standard: 561920

[redacted]

Contract type: FFP
Period of Performance: 10 December 2025 to 12 December 2025
Total contract value: [redacted]
Competitive Status: Unrestricted
Authority cited: FAR 13.106-1(b)(1)(i)

11. Fair and Reasonable Cost Determination: As a part of this basis, certified cost or pricing data is not required because the item and/or services being acquired are considered commercial.

[redacted]

12. Contracting Officer Certification: Based on the foregoing justification, I hereby determine that the circumstances of this contract action deem only one source is reasonably available, and a sole source acquisition with Association for Career and Technical Education, Inc. dba ACTE, is in the best interest of the Government. This determination is made pursuant to the authority of Title 41 U.S.C. 1901 as implemented by FAR 12.102-1(a) (DFARS CD 2026-O0028) only one source is available valued at or below the simplified acquisition threshold.

_____

[redacted]
Contracting Officer