JUSTIFICATION REVIEW DOCUMENT

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

1. OVERVIEW

a. Program/Equipment Name

Furniture Lifecycle

b. Estimated Price

[redacted]

c. Authority

10 U.S.C. 2304(a)(1) or 41 U.S.C. 3304(a)(1) as implemented in FAR 6.302-1 Only one responsible source and no other supplies or services will satisfy agency requirements.

d. Technical Representative

Name	Title	Email	Phone	Date
[redacted]	S4 NCOIC	[redacted]	[redacted]	July 09, 2026

e. Contracting Officer

Name	Title	Email	Phone	Date
Otha Henderson	Contracting Officer	otha.b.henderson.civ@army.mil		August 04, 2026

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

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

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: Local Office

CUI Category: SOURCE SELECTION

Limited Dissemination Control: FEDCON

POC: Otha Henderson

(Populates from the 1.e. Contracting Officer.)

Justification for Other than Full and Open Competition

Guidance

Local Control Number

NGB Control Number *(if applicable)*

1a. CONTRACTING ACTIVITY: USPFO for Utah Purchasing and Contracting

b. Requiring Activity: 640th Regiment RTI

c. POC: [redacted]

2a. NATURE OF ACTION: Brand Name; Individual Basis

b. Contract Action: New Contract

c. Contract Type: Firm Fixed Price

d. Fund Type: O&M, Army

3a. ESTIMATED PRICE

[redacted]

4a. Name of Requirement

Furniture Lifecycle

b. Description of Requirement

Lifecycle replacement of furniture in TASS complex and auxiliary classrooms 1091-1250. Current furniture is past expected lifespan and is broken or unsightly.

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

The requested brand features a highly modular design, enabling rapid reconfiguration to support diverse instructional methods, class sizes, and multi-use spaces across the schoolhouse. Because 20% of the TASS complex furniture was replaced last year with this specific brand, standardizing future procurements ensures 100% interoperability. Introducing a mismatched secondary brand restricts the ability to seamlessly swap, reconfigure, or relocate furniture assets between classrooms as operational requirements evolve. Visual uniformity directly impacts the learning environment. Introducing disparate brands, colors, and design languages creates a fragmented, unprofessional appearance within the schoolhouse. Standardizing the brand ensures a cohesive, professional environment across all TASS instructional facilities.
Introducing alternative brands introduces proprietary hardware, requiring specialized maintenance tools, unique spare parts, and distinct repair protocols. Standardization ensures that the existing toolsets and spare parts inventory remain sufficient, preventing maintenance delays and increased costs. Standardizing on a single brand streamlines the maintenance training for facilities personnel and simplifies remodeling logistics, resulting in fewer administrative hours spent managing disparate furniture components.

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)
W911YP25PA019	September 25, 2025	Total Small Business	

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

Brand name and model only. Equivalent brands may be accepted if the vendor can demonstrate full compatibility.

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

This is a continuation of the lifecycle replacement of all RTI furniture. Portions are replaced each year to replace worn furniture with new. This furniture purchase must be operable and compatible with the furniture previous purchased.

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

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.

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

6a. AUTHORITY CITED

10 U.S.C. 2304(a)(1) or 41 U.S.C. 3304(a)(1) as implemented in FAR 6.302-1 Only one responsible source and no other supplies or services will satisfy agency requirements.

b. Reason for Authority Cited

7. POSTING REQUIREMENTS

Include justification with solicitation (FAR 6.302-1(c)(1)(ii)(C)), the justification shall be posted with the solicitation (see 5.102(a)(6)).

8. CONTRACTING REQUIREMENTS

a. Efforts to Obtain Competition

Requirement will be placed on SAM.gov

b. Actions to Increase Competition

Alternate brands and models will be considered if vendor can demonstrate compatibility.

c. Market Research

Review previous purchase from FY25. Adequate competition is available from small business.

d. Interested Sources

e. Other Facts

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]	July 09, 2026	S4 NCOIC

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
Otha Henderson	August 04, 2026	8[redacted]

Email	
otha.b.henderson.civ@army.mil	HENDERSON.OTHA.BALLARD.JR.1157902330 Digitally signed by HENDERSON.OTHA.BALLARD.JR.1157902330 Date: 2026.08.04 08:54:38 -06'00'

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