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Control #: KNOX-SAT-2025-0052

Sole Source Justification and Approval Review Document
Under FAR 13.501*

(*Format follows FAR 6.303-2, but modified to reflect FAR subpart 13.5 procedures)

Program/Equipment: 60'x90' (5,400 sqft.) CONVENTION BOOTH SPACE RENTAL AT THE ASSOCIATION OF THE UNITED STATES ARMY (AUSA)
GLOBAL FORCE SYMPOSIUM & EXHIBITION (GFSE) 2025

Authority: *FAR 13.106-1(b)(1): For purchases not exceeding the simplified acquisition threshold (SAT), only one source reasonably available, urgency, exclusive licensing agreements, brand name, or industrial mobilization.*

Amount:

Prepared by:

Typed Name: Title:

E-mail:

Sole Source Justification and Approval
Under FAR 13.501

1. Contracting Activity: MICC-Fort Knox

2. Requesting Activity: US ARMY MISSION SUPPORT BATTALION NATIONAL CONVENTIONS DIVISION (NCD)

3. Description of Action: 60'x90' (5,400 sqft.) Convention Booth Space for The Association of the United States Army dba AUSA
Global Force Symposium & Exposition (GFSE) 2024 at the Von Braun Convention Center 700 Monroe Street SW Huntsville, AL 35801.

4. Description of Supplies/Services: 60'x90' (5,400 sqft.) BOOTH SPACE

Period of Performance: 20-27 March 2025

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(Source Selection information - See FAR 2.101 and 3.104-4)

APR 2021

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5. Authority Cited: *FAR 13.106-1(b)(1): For purchases not exceeding the simplified acquisition threshold (SAT), only one source reasonably available, urgency, exclusive licensing agreements, brand name, or industrial mobilization.*

6. Reason for Authority Cited: The Association of the United States Army dba AUSA
2425 Wilson Blvd, Arlington, VA 22201-3326 [REDACTED] 2025 is the official
convention service contractor, no other vendor is authorized to provide these services.

7. Efforts to Obtain Competition: N/A

8. Actions to Increase Competition: N/A

9. Market Research: Market research has determined that The Association of the United States Army dba AUSA
is the official convention service contractor, no other vendor is authorized to provide requested services.

The Association of the United States Army d b a AUSA 2425 Wilson Blvd, Arlington, VA 22201-3326 [REDACTED]

Sources Searched: The Association of the United States Army (AUSA) Global Force Symposium & Exposition (GFSE) 2025 Website & Official Exhibitor Prospectus

10. Interested Sources:

The Association of the United States Army dba AUSA 2425 Wilson Blvd, Arlington, VA 22201-3326

[REDACTED]
is the official convention service contractor, no other vendor is authorized to provide these services.

11. Other Facts: _____

a. Procurement history. The last executed award for The Association of the United States Army dba AUSA Global Force Symposium & Exposition
(GFSE) was in FY 24.

Last Award: W9124D-24-P0024

12. Technical Certification:

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.

Signature: [REDACTED] Title: [REDACTED]
Email: [REDACTED]

(60'X90' (5,400 sqft.) CONVENTION BOOTH SPACE RENTAL AT THE ASSOCIATION OF THE UNITED STATES ARMY (AUSA)
GLOBAL FORCE SYMPOSIUM & EXHIBITION (GFSE) 2025)

13. Requirements Certification:

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.

Signature: [REDACTED] Title: [REDACTED]
Email: [REDACTED]

Approval

I certify that this justification is accurate and complete to the best of my knowledge and based on the foregoing justification, I hereby approve of this procurement for

60'x90' Convention Booth Space for The Association of the United States Army dba AUSA Global Force Symposium & Exposition (GFSE) 2025
in Huntsville, AL at the Von Braun Convention Center from The Association of the United States Army [REDACTED]

_____ on an other than full and open competition basis pursuant to the authority of 41 U.S.C. 1901 as implemented by FAR 13.501, subject to availability of funds, and provided that the services and property herein described have otherwise been authorized for acquisition.

Contracting Officer Certification:

Signature: [REDACTED] Title: Contracting Officer
Email: [REDACTED]