



SINGLE SOURCE JUSTIFICATION NOT EXCEEDING THE SIMPLIFIED ACQUISITION THRESHOLD

SECTION 1: IDENTIFICATION OF THE AGENCY AND THE CONTRACTING ACTIVITY

Department of State
Contracting Activity

- ☐ Office of Acquisitions Management
- ☐ Foreign Service Institute
- ☐ Office of Foreign Missions
- ☐ U.S. Mission to the United Nations
- ☒ Overseas Post COTONOU

Requiring Activity

U.S States Embassy Cotonou (Department of State)

SECTION 2: NATURE AND/OR DESCRIPTION OF THE ACTION BEING APPROVED

Approval is requested to award on a sole source basis to CFAO INFRASTRUCTURE, BENIN for the supplies and/or services described in Section 3 on behalf of the Requiring Activity.

SECTION 3: DESCRIPTION OF SUPPLIES/SERVICES REQUIRED TO MEET THE AGENCY'S NEEDS

The requirement is to provide Preventive Maintenance Service on three (03) electric elevators at US EMBASSY COTONOU, BENIN. The estimated value for the entire period of performance is \$118,000.00 , including options. These supplies/services require that the two Chancery Elevators and one at the Ambassador's Residence be serviced on a monthly basis and to respond to any emergency calls regardless of the day and time. This will allow the Office of Facility Management to accomplish their maintenance program as defined in the RELIABILITY CENTERED MAINTENANCE PLAN by OBO/FAC.

SECTION 4: IDENTIFICATION OF THE STATUTORY AUTHORITY PERMITTING OTHER THAN FULL AND OPEN COMPETITION

In accordance with Federal Acquisition Regulation (FAR) 13.106-1(b)(1), the Contracting Officer has deemed only one source reasonably available based on the following:

- ☐ Urgency
- ☐ Exclusive licensing agreements
- ☐ Brand-name
- ☐ Industrial mobilization
- ☒ Other The selected Company is the sole representative in Benin who has demonstrated the ability to service the specific manufactured equipment since they are the only manufacturer-certified contractor available in our region.



SECTION 5: DEMONSTRATION THAT THE PROPOSED CONTRACTOR'S UNIQUE QUALIFICATIONS OR THE NATURE OF THE ACQUISITION REQUIRES USE OF THE AUTHORITY CITED

CFAO INFRASTRUCTURE is the only competent OTIS Company Representative in Benin that offers all warranties in accordance with those recommended by the elevators' manufacturer. CFAO is an international company representing the OTIS Company in our Region. CFAO INFRASTRUCTURE is the Benin branch of CFAO. As a result, only CFAO INFRASTRUCTURE can provide technicians, spare parts and preprogrammed components using OTIS certified material.

SECTION 6. DETERMINATION BY THE CONTRACTING OFFICER THAT THE ANTICIPATED COST TO THE GOVERNMENT IS FAIR AND REASONABLE

By signing the justification, the Contracting Officer makes a determination that the price to the Government is anticipated to be fair and reasonable. The Contracting Officer has determined the awarded price will be fair and reasonable based on using past rates paid by the U.S. Government as the basis for negotiations.



SECTION 7. CERTIFICATIONS

All reviews and approvals should be completed in the order listed unless otherwise authorized or required.

REQUIREMENTS CERTIFICATION

I certify that the facts and representations under my cognizance which are included in this Justification and its supporting acquisition planning documents, except as noted herein, are complete and accurate to the best of my knowledge and belief.

Requirements Cognizance:

SIGNATURE:

Steve WORKOFF
Facility Manager
FAC

02-14-2025
Date

CONTRACTING OFFICER CERTIFICATION

I certify that this submission is accurate to the best of my knowledge, and that it contains complete information necessary to enable other officials to make an informed recommendation for approval or disapproval.

SIGNATURE:

Rebecca STONE
Contracting Officer
COTONOU

02-14-2025
Date