**AAPD 24-07**

**Attachment 4: Justifying the Use of Flexibility #2 of AAPD 24-07**

The use of Flexibility #2 of this AAPD must be justified and documented in the award file. The Contracting Officer may either include the details of the justification (see the “Rationale for Exception” requirements below) directly in the negotiation memorandum **or** complete the template below and save it in the ASIST contract file as an attachment to the negotiation memorandum.

**Temporary exception from [check all that apply]:**

  □ Unique Entity Identifier (UEI)

  □ System for Award Management (SAM) Registration

|  |  |  |
| --- | --- | --- |
| 1. **Name of Contractor**:   | 2. **Solicitation or Contract No.**:  | 3. **Total Estimated Amount of Contract**:   |
| 4. **Period of Performance**:   |
| 5. **Rationale for Exception**:[Provide a justification for the exemption to document the circumstances requiring the award of the contract to meet the agency needs. Cite specific examples or events upon which the exemption is based. Analyze any risks associated with an award to the entity. If the start date of the award has been delayed due to use of this exception, provide the analysis for that change here.]  |

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| --- | --- | --- |
| 6. **Contracting Officer Approval** :    Signature  |        Name |        Date  |