SINGLE-SOURCE DETERMINATION

Procuring Agency: Thomas Jefferson Planning District Commission ("TJPDC")

Proposed Contractor: Rappahannock-Rapidan Regional Commission ("RRRC")

Program: Rural Health Transformation Program

Grant Award Number: RHTCMS332088

Maximum Contract Amount: $75,000.00

Determination Date: November 8, 2026

Purpose. TJPDC proposes to contract with RRRC to provide the Services set out in a draft agreement between TJPDC and RRRC, available at the offices of TJPDC ("draft agreement"), using funds from the Rural Health Transformation Program grant, identified above, awarded through the Virginia Department of Medical Assistance Services.

Single-source authority. Federal procurement requirements permit a noncompetitive procurement when the required property or services are available from only one source. TJPDC has determined that RRRC is the only source reasonably capable of providing the required Services throughout the area served by RRRC.

Required Services. RRRC will provide the services set out in a draft agreement between TJPDC and RRRC.

RRRC's unique qualifications. RRRC is the only source capable of meeting all material requirements because it is the only entity serving the counties of Culpeper, Fauquier, Madison, Orange, and Rappahannock and the towns contained in those counties ("service area") for grant administration and related services identified in the draft agreement. Further, RRRC has a long history of participating in federal

grants and is therefore completely familiar with federal grant administration rules and regulations.

Further, RRRC has the personnel, experience, resources, and capacity necessary to perform the Services; can comply with applicable grant, reporting, record-retention, audit, civil-rights, and contract requirements; and is eligible to participate in a federally funded contract.

Single-source finding. TJPDC finds that:

- **A.** RRRC is the only source reasonably capable of meeting all material requirements within the required performance period in the service area.
- **B.** This determination is based on RRRC's unique capability, authority, access, or resources—not merely on convenience, prior experience, geographic proximity, or RRRC's status as a governmental entity.
- **C.** TJPDC did not develop the draft agreement in order to avoid competition.

Award Conditions and Approval

Contract requirements. The draft agreement describes the Services, deliverables, schedule, and performance standards; limits compensation to the approved amounts, and addresses invoicing, allowable costs, record retention, monitoring, audit, remedies, termination, and recovery of disallowed costs.

Records. TJPDC will maintain this determination and its supporting documents in the procurement file.

Final determination. Based on the facts stated above, TJPDC determines that RRRC is the only responsible source capable of meeting all material requirements for the Services. Subject to completion of the conditions in this determination, TJPDC may negotiate and award the contract to RRRC.

Thomas Jefferson Planning District Commission

By: Christine Jacobs, Executive Director

Signature: _____

Date: November 8, 2026

Witnessed by TJPDC's Director of Operations:

Signature: _____

Name: Kate Wythe

Title: Director of Planning and Operations

Date: November 8, 2026

Single-Source Determination RRRC V 11 10 26

Final Audit Report 2026-11-10

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