



U.S. International Trade Commission
500 E Street, SW
Washington, DC 20436
United States
202-205-3098
www.usitc.gov

Print Form

Justification & Approval For Other Than Full & Open Competition/Brand Name

USITC - 052 (Rev. 8/2016)

REQUISITION NUMBER: 6500-OARS-17-0011

1. CONTRACTING OFFICE

U.S. International Trade Commission
Office of Procurement
500 E Street, SW
Washington, DC 20436

REQUIRING OFFICE

U.S. International Trade Commission
Office of Analysis and Research Services
500 E Street, SW
Washington, DC 20436

2. NATURE/DESCRIPTION OF ACTION(S)

Sole Source

In accordance with FAR Subpart 6.303-2, this justification for other than full and open competition will result in award of a sole source contract to Leadership Directories, Inc

3. DESCRIPTION OF SUPPLIES/SERVICES (Check box below:)

This requirement is to purchase:

Renewal of recurring requirement enterprise subscription to Leadership Directories.

- ☐ Support services (non-R&D)
☒ Supplies/equipment
☐ Information technology (IT)
☐ Other (specify):

4. ESTIMATED CONTRACT VALUE

\$ 5,650.00

5. ANTICIPATED PERIOD OF PERFORMANCE/ DELIVERY DATE

Period of Performance

January 1, 2017

to

December 31, 2017

Options Through:



U.S. International Trade Commission
500 E Street, SW
Washington, DC 20436
United States
202-205-3098
www.usitc.gov

Print Form

**Justification & Approval
For Other Than Full & Open
Competition/Brand Name**

USITC - 052 (Rev. 8/2016)

6. STATUTORY AUTHORITY

Sole Source

FAR Subpart 6.302-1 and 41 U.S.C. 253(c)(1): When the supplies or services required by the agency are available from the only one responsible source, and no other type of supplies or services will satisfy agency requirements, full and open competition need not be provided for.

7. DEMONSTRATION OF CONTRACTOR OR BRAND UNIQUE QUALIFICATIONS

Leadership Library [Directories] on the Internet is a site licensed resource providing detailed point of contact information across all sectors of the federal government and Congress as well as association and municipal point of contact listings. Often referred to as the "yellow books", this online version provides full search and discovery for all staff requiring POC information across the various sectors below.

We have not found a peer equivalent in the marketplace and concur with the company's declaration-

With over 950,000 government, business, legal, media, and nonprofit contacts in their database, their accuracy, tireless focus, and commitment to quality makes them unique.

**8. DESCRIPTION OF EFFORTS MADE TO ENSURE OFFERS WERE SOLICITED FROM AS MANY POTENTIAL SOURCES
AS IS PRACTICABLE**

Main Library conducted market research online, along with end user community efforts, has found no other competing sources for this coverage and cost.

Through market research the Main Library has yet to identify comparable online platform that provides detailed directory contract information for federal agencies, associations, municipal governments and much more under one search vehicle.



U.S. International Trade Commission
500 E Street, SW
Washington, DC 20436
United States
202-205-3098
www.usitc.gov

Print Form

**Justification & Approval
For Other Than Full & Open
Competition/Brand Name**

USITC - 052 (Rev. 8/2016)

9. DESCRIPTION OF FAIR AND REASONABLE COST

In accordance with FAR Subparts 12.209, 13.106-3, 15.4, it is hereby determined that the anticipated cost or price to the Government for this contract action will be fair and reasonable. The Price Reasonableness Memorandum detailing the Fair and Reasonable Price Determination will be included in the contract file documentation.

10. MARKET RESEARCH

Market Research was conducted in accordance with FAR Part 10, and it was determined that the above stated requirement is commercially available in the commercial market place from only one source.

The Main Library routinely invites and solicits demonstrations and trials for the research community for evaluation relative to ongoing and changing requirements. No peer products exist for this resource at this time.



U.S. International Trade Commission
500 E Street, SW
Washington, DC 20436
United States
202-205-3098
www.usitc.gov

Print Form

**Justification & Approval
For Other Than Full & Open
Competition/Brand Name**

USITC - 052 (Rev. 8/2016)

11. ANY OTHER FACTS SUPPORTING THE JUSTIFICATION

N/A

12. LISTING OF SOURCES

No other sources.

13. FUTURE PLANS TO PROMOTE COMPETITION

The Main Library will periodically review offerings and evaluate the marketplace to ascertain whether other vendors can provide the needed services.



U.S. International Trade Commission
500 E Street, SW
Washington, DC 20436
United States
202-205-3098
www.usitc.gov

Print Form

**Justification & Approval
For Other Than Full & Open
Competition/Brand Name**

USITC - 052 (Rev. 8/2016)

14. TECHNICAL PERSONNEL/REQUIRING OFFICE CERTIFICATION

I certify that the facts and representations in this justification, included herein, meet the Government's need and that the supporting data which forms the basis for this justification is complete and accurate

Prepared By: **Print Name:**

Signature:

Requestor/COR

Date:

Approved By: **Print Name:**

Signature:

Office Director/Cost Center Manager

Date:

15. CONTRACTING OFFICER CERTIFICATION

I have received this justification

knowledge and belief.

Approved By: **Print Name:**

Signature:

Contracting Officer

Date:

Bridge, Debra

From: Bauchspies, Robert
Sent: Thursday, December 08, 2016 1:11 PM
To: Bridge, Debra
Subject: RE: LEADERSHIP DIRECTORIES

Hi Deb - we are going back to a single concurrent [enterprise level] license for the Commission. Should funds materialize at appropriate levels and/or continuing MTB requirements demand a ramp back up through March, which was the suggestion earlier this fall, we will revisit that. Cost control and more effective resource sharing is the goal. -r/b

From: Bridge, Debra
Sent: Thursday, December 08, 2016 12:32 PM
To: Bauchspies, Robert
Subject: LEADERSHIP DIRECTORIES

Hi Robert – Procurement received the funding for subscription renewal to Leadership Directories, Inc.

You might remember, just recently, we modified the subscription for five additional license seats, which increased the price another \$2,460 to total \$8,010.00.

How many licenses do we require going forward in 2017? It might be it doesn't matter....I see "enterprise" subscription (?)
Thanks.