



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. 6/2016)

REQUISITION NUMBER: 6100-OCIO-16-0140

**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 Chief Information Officer  
 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 West, a Thomson Reuters Business

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

This requirement is to purchase:

Annual renewal maintenance for Case Notebook, formerly LiveNote software.

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

**4. ESTIMATED CONTRACT VALUE**

**5. ANTICIPATED PERIOD OF PERFORMANCE/ DELIVERY DATE**

Period of Performance

October 1, 2016 to September 30, 2017



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### 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

This annual renewal for Case Notebook, formerly LiveNote software is used by the Office of Unfair Imports Investigations and Administrative Law Judges for real-time text transcript during depositions. Case Notebook, formerly LiveNote technology is used by litigators to gain better control over live depositions, and later, to more quickly pinpoint crucial testimony and facts from multiple past transcripts.

Case Notebook, formerly LiveNote provides easy to use tools that make the entire deposition process more manageable. Users can view, organize, search, annotate with comments and issue codes, and run summary reports, print, and more. Thomson Reuters' Case Notebook, formerly LiveNote software is the only deposition software that combines all features and services into one convenient transcript and evidence management software package for the trial attorney. To invest in another product would not be cost effective to the Commission because reorienting users on a new product would cause a loss of work productivity.

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

Internet market research was performed to determine resellers of the software.



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### 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 resellers.



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### 11. ANY OTHER FACTS SUPPORTING THE JUSTIFICATION

N/A

### 12. LISTING OF SOURCES

N/A

### 13. FUTURE PLANS TO PROMOTE COMPETITION

The product may be reviewed at a future date and compared with other competing products to determine its usefulness to the Commission.



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**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: **FOIA Exemption (b)(6)**

Requestor/COR

Signature: \_\_\_\_\_  
Date: 20160620 13:11:22 -0400

Date: June 20, 2016

Approved By: Print Name: **FOIA Exemption (b)(6)**

Office Director/Cost Center Manager

Signature: \_\_\_\_\_  
PROCLM, 09/21/42, 19900300, 1031, 1=34001000764522  
 Date: 20160620 18:05:55 -0400

Date: June 20, 2016

**15. CONTRACTING OFFICER CERTIFICATION**

I have received this justification and find it to be accurate and complete to the best of my knowledge and belief.

Approved By: Print Name: **FOIA Exemption (b)(6)**

Contracting Officer

Signature: [Handwritten Signature]

Date: 6/20/2016