



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: 6100-OCIO-17-0137

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 GoToMeeting by Logmein

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

This requirement is to purchase:

GotoMeeting is a communication and video conferencing tool used by the users in the agency.

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

4. ESTIMATED CONTRACT VALUE

FOIA E

5. ANTICIPATED PERIOD OF PERFORMANCE/ DELIVERY DATE

Period of Performance

September 8, 2017 to September 7, 2018

Options Through: _____



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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

GoToMeeting is the only communication tool that integrates into our current Microsoft Office Suite, which allows instant messages, voice and video conferencing capabilities. This feature is accessible to users both working remotely and on site. There is no other video conferencing software in the market which provides this type of service.

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

GoToMeeting is available only through Logmein.



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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 one source.



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11. ANY OTHER FACTS SUPPORTING THE JUSTIFICATION

12. LISTING OF SOURCES

13. FUTURE PLANS TO PROMOTE COMPETITION

The market will be re-evaluated periodically if competing products are available that will meet the Commission's requirements.



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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:** Karen Davis

Requestor/COR

Signature:

FOIA EXEMPTION (B)(6)

Date: August 24, 2017

Approved By: **Print Name:** Joel Moeller, Delegated CCM

Office Director/Cost Center Manager

Signature:

FOIA EXEMPTION (B)(6)

Date: August 24, 2017

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:**

Contracting Officer

Signature:

FOIA EXEMPTION (B)(6)

Date:

8.25.17