



LIMITED SOURCES JUSTIFICATION FOR MULTIPLE AWARD SCHEDULE (MAS) ORDERS FAR 8.405-6(a)(1)(i)(B)

1.	<u>Identification of the agency and the contracting activity and specific identification of the document as a limited source justification.</u>
	This requirement is in support of GSA, FAS/ITC/Office of Telecommunications Services (OTS), 1800 F Street, NW Washington, D.C. 20405. The contracting activity is Office of Internal Acquisition (OIA), 1800 F Street NW, Washington, DC 20405.
2.	<u>Nature and/or description of the action being approved.</u>
	<p>The Government is seeking to award one Firm-Fixed-Price non-competitive Task Order to Gartner under the IT Research Services Blanket Purchase Agreement (BPA) award number GS-35F-5014H/GS14H16AAA0008 to acquire research/analysis, validation, and benchmarking services for market pricing relating to telecommunication services and the capability to validate current commercial market pricing.</p> <p>The period of performance for this task order will be one (1), 11-month base period (from date of award until March 31, 2019) and two (2), 1-year option periods.</p>
3.	<u>A complete description of the supplies and/or services required to meet the agency's needs.</u>
	<p>Task 1 is mandatory and Task 2 is optional and also depending on available funding. The vendor shall provide Research-based Advisory Analytical and Benchmarking Services in the following functional areas:</p> <p>4.0.1 Task 1: Wide Area Network (WAN) Telecommunications Commercial Market Research and Analysis</p> <p>4.0.1.1 – WAN Commercial Market Pricing Research and Analysis</p> <p>The government requires market research and analysis of WAN commercial telecommunications market pricing. The Contractor's efforts will be to create WAN commercial telecommunications pricing and market information as it relates to cost elements and pricing found on the GSA OTS contracts. The contractor shall use</p>

leading commercial methods for pricing research and analysis. The contractor shall have and use for its analysis a database of prices for large, commercial negotiated telecommunication contracts of similar size, scope, and terms as the OTS contacts to the maximum extent.

4.0.1.2 – WAN Market Pricing Validation

The contractor shall ensure that all WAN commercial telecommunications data provided is current and accurate. The contractor will use standard commercially accepted methods for validating the pricing data and shall be prepared to provide supporting documentation and sources to support their findings.

4.0.1.3 – Delivery of WAN Telecommunications Commercial Market Pricing Data Report

The Contractor shall provide a draft Telecommunications Commercial Market Pricing Data Report no later than COB on June 8, 2018, with a final report due no later than June 22, 2018, unless the schedule is changed by agreement between the government and contractor.

The Contractor shall provide the pricing data in accordance with the sample format specified in **Attachment A- Sample Template for WAN Commercial Pricing**

Data. The final data requirements and format shall be agreed upon by the contractor and GSA in the final project plan. The report shall be delivered in an electronic format using Microsoft (MS) Excel 2010.

4.0.1.4 - Project Management

The Government requires the contractor to coordinate activities, provide oversight, and to communicate status of the Contractor's efforts with Government counterparts. The Contractor shall plan, implement, and manage project activities to ensure successful completion of the task order requirements.

4.0.1.4.a – Create and Update a Project Plan

The Contractor shall provide a draft Project Plan (via MS Project or MS Excel) no later than two (2) business days after award, with a final Project Plan due 7 business days after award. In addition, the Contractor shall ensure that the Project Plan is updated to reflect the current status of the project. The Contractor shall only work from a Government-approved Project Plan. The Project Plan shall be based upon the development of a Work Breakdown Structure (WBS), detailed at Level 3. The project plan shall include all milestones, resources, and critical decision points necessary for the completion of each deliverable.

4.0.1.4.b – Prepare a Bi-weekly Status Report (BSR)

The Contractor Program Manager shall develop and provide a BSR using MS Office Suite applications via electronic mail to the COR and Government PM after

award. The report shall include the following:

1. Activities during the reporting period, by task (Include: On-going activities, new activities, activities completed; progress to date on all above mentioned activities, percent completed). The BSR shall include a brief narrative, documenting all work accomplished during the week and anticipated activity for the next reporting period.
2. Problem areas, risk(s) and corrective actions taken, along with any issues/concerns and proposed resolutions to address them
3. Government action items required

4.0.1.5 - Records/Data

Data generated in the performance of this task order and ownership of the data at the end of the task remains the property of the US Government. Data should be submitted electronically in accordance with GSA standards. At the end of this task order a complete set of files generated shall also be submitted via thumb drive to the COR. The contractor shall comply with all laws, ordinance, and regulations (Federal, State, city, or otherwise), covering this type of work. FAR 52.227-14 "Rights to Data" may apply.

4.0.2 Task 2 Optional: Local Service (LS) Telecommunications Commercial Market Research and Analysis

4.0.2.1 – LS Commercial Market Pricing Research and Analysis

The contractor shall provide updated commercial and/or government pricing from negotiated contracts of similar size and term of OTS local service contracts for the following business line services:

1. Business line (basic)
2. Analog Centrex with features
3. Internet Protocol (IP) Centrex with features
4. Primary Rate Interfaces (PRIs)

The contractor shall supply these service prices for at least 37 US cities: Seattle, WA, Anchorage, AK, Juneau, AK, Spokane, WA, Boston, MA, Hartford, CT, Portland, ME, Manchester, NH, New York, NY, Newark, NJ, Richmond, VA, Baltimore, MD, Philadelphia, PA, Morgantown, WV, Atlanta, GA, Ft. Lauderdale, FL, Miami, FL, Memphis, TN, Cleveland, OH, Indianapolis, IN, Chicago, IL, Detroit, MI, Minneapolis, MN, Kansas City, MO, St. Louis, MO, Lincoln, NE, Dallas, TX, Ft. Worth, TX, Albuquerque, NM, San Antonio, TX, Denver, CO, Salt Lake City, UT, Missoula, MT, Los Angeles, CA, San Diego, CA, San Francisco, CA, Washington, DC.

4.0.2.2 – LS Market Pricing Validation

The contractor shall ensure that all local service commercial telecommunications data provided is current and accurate. The contractor will use standard commercially

accepted methods for validating the pricing data and shall be prepared to provide supporting documentation and sources to support their findings.

4.0.2.3 – Delivery of LS Telecommunications Commercial Market Pricing Data Report
If funds are available and requested, the contractor shall provide a draft Telecommunications Commercial Market Pricing Data Report no later than forty (40) business days after the request, with a final report due no later than fifty five (55) business days after the request, unless the schedule is changed by agreement between the government and contractor.

The Contractor shall provide the pricing data in accordance with the sample format specified in **Attachment B- Sample Template for Local Service Commercial Pricing Data**. The final data requirements and format shall be agreed upon by the contractor and GSA in the final project plan. The report shall be delivered in an electronic format using Microsoft (MS) Excel 2010.

4.0.2.4 - Project Management

The Government requires the contractor to coordinate activities, provide oversight, and to communicate status of the Contractor's efforts with Government counterparts. The Contractor shall plan, implement, and manage project activities to ensure successful completion of the task order requirements.

4.0.2.4.a – Create and Update a Project Plan

The Contractor shall provide a draft Project Plan (via MS Project or MS Excel) no later than two (2) business days after award, with a final Project Plan due 7 business days after award. In addition, the Contractor shall ensure that the Project Plan is updated to reflect the current status of the project. The Contractor shall only work from a Government-approved Project Plan. The Project Plan shall be based upon the development of a Work Breakdown Structure (WBS), detailed at Level 3. The project plan shall include all milestones, resources, and critical decision points necessary for the completion of each deliverable.

4.0.2.4.b – Prepare a Bi-weekly Status Report (BSR)

The Contractor Program Manager shall develop and provide a BSR using MS Office Suite applications via electronic mail to the COR and Government PM after award. The report shall include the following:

1. Activities during the reporting period, by task (Include: On-going activities, new activities, activities completed; progress to date on all above mentioned activities, percent completed). The BSR shall include a brief narrative, documenting all work accomplished during the week and anticipated activity for the next reporting period.
2. Problem areas, risk(s) and corrective actions taken, along with any issues/concerns and proposed resolutions to address them
3. Government action items required

4.0.2.5 - Records/Data

Data generated in the performance of this task order and ownership of the data at the end of the task remains the property of the US Government. Data should be submitted electronically in accordance with GSA standards. At the end of this task order a complete set of files generated shall also be submitted via thumb drive to the COR. The contractor shall comply with all laws, ordinance, and regulations (Federal, State, city, or otherwise), covering this type of work. FAR 52.227-14 "Rights to Data" may apply.

The Contractor shall bring problems or potential problems affecting performance to the attention of the Government COR and CO as soon as possible.

The process will include the following steps:

- The contractor will pick the largest commercial contracts in its proprietary telecom contract repository to equate to the GSA spend across the United States
- The contractor will then isolate the local pricing in those respective contracts to match the cities/states that GSA has specified
- The contractor will provide a market price range for telecommunication services.

The following Deliverables will be included:

- Draft and Final Project Plan
- Bi-weekly status reports
- Research and Analysis of Commercial Market Pricing and Market Pricing Validation
- Draft and Final Commercial pricing data report

Type	Service	Base Period	Option 1 Period	Option 2 Period
Base CLIN 0001	Task 1: WAN Telecommunications Commercial Market Research and Analysis.			
Optional CLIN 0002	Task 2.* LS Telecommunications Commercial Market Research and Analysis.			
	Sub-Total			
	Total			

4. The authority and supporting rationale (see FAR Part 8.405-6(a)(1)(i) and (b)(1)) and, if applicable, a demonstration of the proposed contractor's unique qualifications to provide the required supply or service.

Check one:

FAR 8.405-6(a) Justifications for Limiting Sources
(for brand name requirements, please see the following table)

	(A signed copy of this justification document must be posted to www.fedbizopps.gov for 30 days within 14 days from the date of award)
✓	<p>FAR 8.405-6(a)(1)(i)(B) Only one source is capable of providing the supplies or services required at the level of quality required because the supplies or services are unique or highly specialized</p> <p><i>In accordance with 41 U.S.C. 253(c) and/or 10 U.S.C. 2304(c), GSA has determined that the procurement requires a sole source in order to satisfy the Agency's need. Gartner, Inc is the only practical source for role based services for FAS' telecommunications benchmarking requirement in accordance with FAR 8.405-6(a)(1)(i)(B). Gartner services are at the level of quality that is required because the supplies or services are unique and highly specialized. Gartner's rigorous benchmarking processes and proprietary methodologies consist of access to practices, procedures and rules that distill large volumes of data into clear, precise, actionable insight so that clients can formulate plans and make difficult business decisions. Unique to Gartner, their Benchmarking database is a culmination of research in a specific market, giving GSA a wide-angle view of the relative positions of the market's competitors. Gartner meets the Government's requirement for a service that provides Research-based Advisory Analytical and Benchmarking Services in the area of Wide Area Network (WAN) Telecommunications Commercial Market Research and Analysis on a quality scale that is precise and comparable with historical data.</i></p>

5.	<p><u>A demonstration by the ordering activity- Contracting Officer- that the order represents the best value consistent with FAR 8.404(d).</u></p> <p>Based on the data gathered, the Contracting Officer has determined that the anticipated price to the Government will be fair and reasonable. The expectation of reaching a fair and reasonable price was determined through market research in order to determine best value for GSA. The IT Research Services BPA was competed and pricing was found to be fair and reasonable. Pricing will be consistent with GSA fixed schedule and BPA pricing, plus any discounts offered.</p> <p>The estimated cost for base mandatory task on this procurement is comparable to a similar procurement that was made in October 2017 in the amount of \$126,704.00 for a 3-month base period with no options (Task Order No. GSH1417AA0208).</p>
6.	<p><u>A description of the market research conducted among schedule holders, and the results of the research, or a statement why market research was not conducted.</u></p> <p>Market research was conducted in accordance with FAR Part 10. Market research was performed to determine if any practical sources could meet these requirements. A request for information containing the draft statement of work for the requirement was issued to all IT Research BPA holders (Gartner, Inc., Forrester Research, Inc., IDC Research, Inc., Info-Tech Research Group, and The Corporate Executive Board</p>

	<p>Company which was acquired by Gartner Inc.) on April 6, 2018 through April 13, 2018; Gartner was the only BPA holder which responded to the RFI with a capability statement to perform the requirement.</p> <p>A similar RFI was issued to the vendors on the IT Research Services BPA on July 18, 2017 through July 21, 2017 and Gartner Inc. was the only vendor that responded. IDC Government Insights sent an email stating they will not respond because WAN Telecom Commercial Markets is not one that IDC has a deep focus on. Info-Tech also said they will not respond based on the requested deliverables.</p>
7.	<u>Any other facts supporting the limited sources justification.</u>
	None
8.	<u>A statement of the actions, if any, the agency may take to remove or overcome any barriers that led to restricted consideration before any subsequent acquisition for supplies or services is made.</u>
	<p>There will be a need for future benchmarking research. The foundation of the precise and specific analyses that meets GSA stakeholders need has been based and depends on Gartner's methodology and access to its unique database of proprietary, large corporate telecom contract prices. No other vendors have this capability.</p>
<u>Program/Technical Official Certification:</u>	
<p>I hereby certify and accept the responsibility that any and all supporting data provided above or used to justify the above requested for a sole source procurement (e.g., verifying the Government's minimum needs, schedule requirements, and/or other rationale for other than full and open competition) is accurate and complete to the best of my personal knowledge and belief.</p>	
	
Contracting Officer's Representative's Signature	Date

	
Project Manager's Signature	Date
<u>Contracting Officer's Certification:</u>	
<p>I hereby certify that the information contained in this Justification for Other than Full and Open Competition, is accurate and complete to the best of my knowledge.</p>	
	
<p>Contracting Officer</p>	
Contracting Officer's Signature	Date
<p><u>In accordance with Office of Internal Acquisition policy, One Level Above Contracting Officer's Review and Approval (required for all actions over \$250,000).</u></p>	
<p>I hereby certify that the information contained in this Justification for Other than Full and Open Competition, is accurate and complete to the best of my knowledge.</p>	
	
One Level Above Contracting Officer's Signature	Date