



JUSTIFICATION AND APPROVAL FOR OTHER THAN FULL AND OPEN COMPETITION

- 1. Contracting Activity:** Department of Veterans Affairs
Office of Acquisition Operations
Acquisition Business Service
425 I Street NW, Washington, DC 20001
- 2. Nature and Description of Action being approved:** This requirement is to procure training from authorized vendor for the Office of Human Resources and Administration (HRA), Office Human Resources Management (OHRM). The procurement will be a Firm Fixed Price (FFP) Name Brand for training services on Oracle Query/Reports and XML Publisher version 8.50 from an authorized Oracle Education Services training partner.

The solicitation will be solicited under FAR Part 13.003(b) as a Small Business Set Aside and under FAR Par 12.6 Streamlined Procedures for Evaluation and Solicitation For Commercial Items. The solicitation will be issued as a Combined Synopsis Solicitation thru Federal Business Opportunity Website.

- 3. Description of Supplies or Services:** The action is to procure training services for PeopleSoft Reports and Query Training version 8.50. The Contractor shall provide the services as a classroom, instructor-led commercial off-the-shelf four (4) day training. The training shall cover PeopleSoft Reports/Query and XML Publisher version 8.50. The training session shall be for 16 employees at the 1800 G. Street, NW, Suite 444, Washington, DC 20006. The Contractor shall provide all course materials including an agenda, participant guide and tools that will facilitate learning during the session.

The Contractor shall provide participants with foundational knowledge of understanding and building reports and queries with practical experience through interactive exercises. Training shall include topics on Query/Reports and XML Publisher, as well as Query Manager, Filtering, Tables, Calculations, Expressions, URLs, Reports Definition, Templates, and Viewing Reports created from the Queries.

The Instructor shall teach participants how to design, build and run complex and routine reports and queries including using advanced techniques to view data; using expressions to perform configurable online calculations; combining data from unrelated tables or multiple queries to return one set of data; and creating custom XML Publisher reports in PeopleSoft Enterprise applications.

The total estimated value of the proposed action is \$30,000.00. There are no options with this requirement.

- 4. Statutory Authority permitting other than full and open competition:** The statutory authority permitting other than full and open competition is 41 U.S.C.253(c)(1) as implemented by the Federal Acquisition Regulation (FAR) Subpart 6.302-1 entitled, "Only One Responsible Source and No Other Supplies or Services Will Satisfy Agency Requirements."
- 5. Demonstration that the proposed contractor's unique qualifications or the nature of the acquisition requires use of the authority cited:** The services being procured are proprietary services from Oracle. Since the PeopleSoft Software is proprietary to

**Justification for Other than full and open competition
HR&M Oracle PeopleSoft Training**

Oracle, training on the software can only come from either Oracle or an authorized Oracle Education Services Training Partner. Only authorized Service Training Partner possess the required knowledge base to provide the VA with this training.

Oracle's PeopleSoft Suites are proprietary technology that is maintained by in-house experts, it was recommended by VA's Human Resource Information System Shared Service Center (HRIS SSC) provider that VA send a team of employees to Oracle University to learn the technology from these experts. The experts are recognized as leaders in IT training. Oracle University allows a limited number of vendors partner in training states and recognizes them as being capable of delivering the training. This partners are certified through the Oracle University to access the PeopleSoft Reports Tool environment.

6. **Description of Efforts to Obtain Competition:** This action is being competed among oracle training partners via fedbizopps. Due to the nature of the services the action can only be competed among authorized training partners (information is covered in 8 below Market Research).
7. **Determination of Fair and Reasonable:** The solicitation for this effort will be posted on the Federal Business Opportunity website for this commercially available service. The award will be based upon the competition after exclusion of sources therefore creating competition between the services, as such the award that will be made for this effort will be fair and reasonable based on the competition available in the market place.
8. **Market Research:** Market Research was conducted on April 25, 2014, by Human Resource Line of Business (HRLOB) technical staff, consisted of reviews of existing requirements against commercially available Oracle training vendors using GSA Schedule 70, Special Item Number (SIN) 132-50, Training Courses. There were 103 vendors listed on this schedule of which 53 were identified as a Service Disabled Veteran-Owned Small Business' (SDVOSB) and 50 were identified as a Veteran-Owned Small Business (VOSB).

A review of the vendor's capability statement, terms and conditions/pricelist(T&C) as well as phone calls were placed to the 53 SDVOSB vendors to determined how many of these companies could provide the required Oracle Query/Reports and XML Publisher 8.50 training. Only one vendor Mindbank Consulting Group was an Oracle Certified trainer. However further discussions on the types of Oracle training that Mindbank Consulting Group and Michelle Andrews provided showed that they did not offer the Oracle Query/Reports and XML Publisher 8.50 training as required. The same steps were taken for the VOSB and only OfficePro and Angelica Matias with the same results.

The other vendors' on GSA course content was much more detailed requiring up to 5 days for each topic as opposed to Oracle's session, which will cover all three topics within 4 days. If one of the other vendors are used it will take up to 12 days for OHRM to complete the full scope of the training requirements as opposed to the requested 4 days. Due to the deployment schedule, VA does not have the time for the extra days. It must be noted that timing is a critical factor in assessing, which vendor will best meet the requirement as the team's schedule is very restrictive. The HRIS SSC Migration Project is at a critical stage as our deployment is scheduled in August 2014. It is essential that all OHRM report developers participate in this training and intermediate user level on the tool prior to the initial

**Justification for Other than full and open competition
HR&M Oracle PeopleSoft Training**

deployment. Due to an aggressive project schedule, OHRM has limited time and flexibility to coordinate and participate in the training.

Additional market research was performed on April 29, 2014 by contacting the VA Account Manager with Oracle University telephonically, who in turn forwarded a list of certified Oracle partners that can provide the required training. Oracle provided a list of three companies that can provide the training and are Oracle Certified. All three companies were further contacted via e-mail on April 29th to request additional information regarding their services and prices. The company names and status were as follows;

Mythics Attn: Sophia Makridakis 1439 N. Great Neck Rd Suite 201 Virginia Beach		
TransAmerica Training Management Inc DBA TAM Training Attn: Lissette Nicola 268 Alhambra CIR Coral Gables, FL 33134-5232		
VASKE Computer Inc DBA Collier IT Attn: Dave LeKander 2310 County Road D W STE 100 Saint Paul MN 55112-8504		

Upon reviewing the capability of three other certified vendors (Mythics, Collier IT, and TransAmerica Training Management), it was determined that these vendors are able to access the Oracle environment to conduct the training within the requested 4-day timeframe. All three vendors quoted the training service at market value.

Therefore, based upon the results of this market research, it has been decided that it will be in the best interest of the government to solicit this requirement full and open set aside after exclusion of sources. VA will to procure this requirement as a Small Business Set Aside on the Federal Business Opportunity Website as a Combined Synopsis Solicitation requirement. Since this requirement is for a commercial product offered to both the commercial and government sectors, award will be awarded to the lowest cost technically available.

- 9. Any Other Facts supporting the use of other than full and open competition: The Department of Veterans Affairs (VA) OHRA, OHRM, Human Resources Line of Business (HR LOB) Program will deploy a new enterprise PeopleSoft Human Resources Information System (HRIS), HR-Smart, supported by an approved Shared Service Center (SSC) provider this fiscal year (FY14). This system will replace VA's 50 year old Personnel and Accounting Integrated Data (PAID) system. In December 2013, HR LOB, in partnership with the Office of Information and Technology, began managing VA's \$123M HRIS SSC Migration Project for system development including eight modules (e.g. HR, reports and self-service).**

**Justification for Other than full and open competition
HR&M Oracle PeopleSoft Training**

In support of our deployment later this year, it is imperative that OHRM develop a cadre of knowledgeable and well-trained employees on the new HR Smart reporting tool. To accomplish this goal, OHRM will obtain Training support services from an external expert ensuring that knowledge transfer occurs so that our internal team of report/query developers can effectively monitor initial reports development and implementation performed by the SSC provider; complete corresponding business process; and build future reports based on our customer needs. This report/query developer's team will be responsible for training other employees on the capability during subsequent deployments.

- 10. A listing of the sources, if any, that expressed, in writing, an interest in the acquisition: VASKE Computer Inc DBA CollierIT Roseville MN, TransAmerica Training Management Coral Gables FL, Mythics Virginia Beach VA.**
- 11. Actions, if any, the agency may take to remove or overcome any barriers to competition before any subsequent acquisition for the supplies or services required: The training services requested are for an Oracle Proprietary item. As Oracle does have certified Small Business Partners which can provide the training, this office will be able to solicit this requirement from Oracle Certified Education Services Small Business Partners.**

Justification for Other than full and open competition
HR&M Oracle PeopleSoft Training

12. Technical and Requirements Certification: I certify that the supporting data under my cognizance, which are included in this justification, are accurate and complete to the best of my knowledge and belief.

Signature: Retha Maddox 7/14/14

Name: Retha Maddox
Title: Project Manager, COR

Date

13. Procuring Contracting Officer Certification:
For a proposed contract this does not exceed the simplified acquisition threshold.

Signature: Rosa M. Lachapel 7/16/14

Name: Rosa M. Lachapel
Title: Contracting Officer

Date

