

SOLE SOURCE JUSTIFICATION

1. Contracting Activity: Department of Veterans Affairs
Office of Acquisition and Logistics
Technology Acquisition Center
1701 Directors Blvd, Suite 600
Austin, TX 78744
2. Description of Action: The proposed sole source action is for a one-year firm-fixed price (FFP) effort for brand name Synergy Document Management™ (SDM) software license renewal and maintenance, plus four one-year option periods.
3. Description of Supplies or Services: The Department of Veterans Affairs (VA), Office of Management (OM), Debt Management Center (DMC), requires software upgrade and maintenance services for SDM software. SDM uses state-of-the-art imaging and storage technology to provide an enterprise-wide electronic knowledge management solution. This solution captures documents in a centralized, decentralized, or combination environment, and provides storage, versioning, metadata, security, retention policies, as well as indexing and retrieval capabilities via the Internet, local area network (LAN), or wide area network (WAN). SDM supports all types of media, including scanned documents, e-mails, attachments, photos, and Microsoft Word and Excel files. DMC uses SDM services to automate mailroom intake processing. SDM is helping VA go paperless, meet the demands of the ongoing information technology (IT) modernization project in VA, and is improving internal business processes within VA. The period of performance will be for one 12-month base period from October 1, 2019, through September 30, 2020, plus four additional 12-month option periods. The total estimated value of the proposed action, including four 12-month option periods, is [REDACTED]
4. Statutory Authority: The statutory authority for soliciting a single source under simplified acquisition procedures is FAR 13.106-1(b)(1)(i), Soliciting Competition, which states that contracting officers may solicit from one source if the contracting officer determines that the circumstances of the contract action deem only one source reasonably available (e.g., urgency, exclusive licensing agreements, brand-name or industrial mobilization).
5. Rationale Supporting Use of Authority Cited Above: Only Jack Henry & Associates, Inc., or an authorized reseller has the capability to provide the required SDM software maintenance. All of DMC's scanning and retrieval equipment along with the compatible software utilizes Jack Henry systems and software. No other brand will be compatible with the existing infrastructure.
6. Efforts to Obtain Competition: Market research was conducted, details of which are in the market research section of this document. This effort did not yield any additional sources that can meet the Government's requirements. Additionally, the proposed action will be synopsized on the Federal Business Opportunities Page in accordance with FAR 5.201. Any proposals that are received shall be evaluated.

7. Actions to Increase Competition: The Government will continue to conduct market research to ascertain if there are changes in the market place that would enable future actions to be competed.

8. Market Research: VA performed market research to identify providers of the required software upgrade and maintenance services in September 2019. The customer contacted knowledgeable individuals in industry that might have market capabilities to meet requirements; reviewed catalogs and other generally available product literature published by manufacturers, distributors, and dealers; and searched online for similar companies like [REDACTED]. However, none of these brands are compatible with the existing infrastructure.

The contract specialist performed additional market research on the National Aeronautics and Space Administration Solutions for Enterprise-Wide Procurement V Government-Wide Acquisition Contract, the General Services Administration website, the Center for Veterans Enterprise's VetBiz Registry, and the Small Business Administration's Dynamic Small Business Search website and Small Business providers for the SDM upgrade and maintenance services were found. At least one authorized reseller was identified. Therefore, the acquisition will be competed as a small business set-aside.

9. Other Facts: None.

10. 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.

[Redacted]

Program Analyst

Date: _____

Signature: _____

[Redacted Signature]

11. Fair and Reasonable Cost Determination: I hereby determine that the anticipated price to the Government for this contract action will be fair and reasonable based on a comparison of the proposed prices to historical prices paid for the same items.

[Redacted]

Procuring Contracting Officer

Date: _____

Signature

[Redacted Signature]

12. Procuring Contracting Officer Certification: I certify that this justification is accurate and complete to the best of my knowledge and belief. As this contract action does not exceed \$650,000, the certification below required by FAR 13.501(a)(2)(i) serves as approval.

[Redacted]

Procuring Contracting Officer

Date: _____

Signature: _____

[Redacted Signature]