

**National Transportation Safety Board**  
**Limited Sources Justification (LSJ)**  
*“Docket Management System MyDMS Application  
Development, Maintenance & Enhancements Support Services”*

**1. Contracting Activity**

Office of Chief Financial Officer (CFO), Acquisition Division (CFO-30)

**2. Program Office**

Office of the Chief Information Officer (CIO), Enterprise Architect Division (CIO-60) on behalf of all offices of the National Transportation Safety Board (NTSB).

**3. Period of Performance**

Total period of performance is approximately September 28, 2024 through September 27, 2029 including options (one 12-month base year and four [4] 12-month option years).

**4. Nature of Action**

The purpose of this Limited Sources Justification (LSJ) is to provide documentation that explains why this specific requirement is to be awarded without competition to Open Text Public Sector Solutions, Inc. (OPENTEXT) as a “Only one source” task order under Federal Acquisition Regulation (FAR) 8.405-6(a)(1)(i)(B), for the development, maintenance, and enhancements to its MyDMS software.

**5. Description of Requirement**

The National Transportation Safety Board (NTSB) has a requirement for continued support and development of its MyDMS application for the entire agency. The NTSB requires the following support:

1. MyDMS application operational support that includes, but is not limited to:
  - a. Monthly maintenance.
  - b. Daily operational tasks.
2. MyDMS custom development that includes, but is not limited to:
  - a. Design, development and implementation of requested enhancements.
  - b. Resolution of programming “bugs”.
  - c. Resolution of data and workflow anomalies.
3. Software maintenance of the software deployed as part of the Contractor MyDMS solution that includes, but is not limited to:
  - a. Overall maintenance of the environment and ensure the availability of the application.
  - b. Complete Upgrade of the environment to the latest Contractor software.
  - c. Migrate and compile the custom code to work within the upgraded environment.
4. Software licenses for the software deployed as part of the Contractor MyDMS Solution.

# National Transportation Safety Board

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This LSJ is a justification for the support listed above. The NTSB intends to issue one (1) task order issued under General Services Administration (GSA) contract 47QTCA20D00FU for one (1) base period of 12 months and four (4) 12-month option years.

### 6. Authority Cited

Check applicable Federal Acquisition Regulation (FAR) Citation:		
X	8.401	The acquisition is conducted under the authority of the Multiple-Award Schedule Program.
	8.405-6(a)(1)(i)(A)	An urgent and compelling need exists, and following the procedures would result in unacceptable delays.
X	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.
	8.405-6(a)(1)(i)(C)	In the interest of economy and efficiency, the new work is a logical follow-on to an original Federal Supply Schedule order provided that the original order was placed in accordance with the applicable Federal Supply Schedule ordering procedures. The original order or BPA must not have been previously issued under sole-source or limited-sources procedures.
	8.405-6(b)(1)	Items peculiar to one manufacturer. An item peculiar to one manufacturer can be a particular brand name, product, or a feature of a product, peculiar to one manufacturer. A brand name item, whether available on one or more schedule contracts, is an item peculiar to one manufacturer. (1) Brand name specifications shall not be used unless the particular brand name, product, or feature is essential to the Government's requirements, and market research indicates other companies' similar products, or products lacking the particular feature, do not meet, or cannot be modified to meet, the agency's needs.

### 7. Unique Qualifications/Circumstances of Requirement

The NTSB has made a significant investment in the development and maintenance of the Docket Management System (MyDMS) application. The application has been in operational and maintenance mode for 11 years. Investigators and the Record Managers use the application on a daily basis to manage Accident Dockets and to publish the information.

The application manages the docket and the review, approval, and release of docket items to the public. In addition, it supports NTSB's goal of establishing policies and procedures which improve oversight and internal controls over the receipt, review,

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approval, and release of docket data and content as well as the oversight and control of docket information that has been released to the public.

OPENTEXT has implemented a software solution in production that consists of software applications and custom coded application. MyDMS solutions covers and incorporates the following items:

- The Content Server (CS16.x) document repository to store and manage project, docket, and docket item data and documentation.
- Brava Tool to annotate and redact a docket item.
- A workflow solution that tracks docket and docket items through the review, approval, and release process for higher peak throughput.
- Notifications and audits to minimize the time spent in communication between different departments tracking dockets and related information.
- Search and hypertext linked results which open the item to expedite finding data and improve external customer service.

The work involved software development, configuration and deployment of the MyDMS, migrating the existing Docket Management System (DMS) data to the new solutions, facilitating all required testing and required certifications, conduct system and user acceptance testing, training, production rollout, and follow-on support for software maintenance and custom application maintenance.

Specific and intimate technical and functional knowledge that includes the platform configuration and custom programming using OPENTEXT proprietary scripting language is required to maintain the MyDMS application.

OPENTEXT’s role developing, maintaining, and enhancing the MyDMS application—efforts that the entire agency is dependent on—combined with both the complexity and redundancy of the expected tasks, make them uniquely qualified to adapt the MyDMS application for use by entire agency and provide maintenance and enhancements to the application. Selection of a Contractor without such qualifications would, with near certainty, incur additional cost to the government through added research and development time. OPENTEXT is the only known source authorized to provide support of its proprietary software.

Accordingly, OPENTEXT is uniquely qualified to perform the requirement economically and efficiently. As stated above, OPENTEXT developed the last several iterations of MyDMS for the NTSB, giving them a unique understanding of the programming language, structure, and interdependencies of the NTSB’s specialized accident investigation systems.

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**8. Efforts to Determine Only One Source**

The MyDMS software is a proprietary software product manufactured by OPENTEXT. To date, OPENTEXT has not provided its software portfolio to any authorized resellers with GSA schedule contracts. OPENTEXT is the only known GSA MAS Contractor authorized to supply the software licenses, operational support, and maintenance.

**9. Contracting Officer’s Determination**

I have reviewed the information, contained in this LSJ, and determined that based on all the information provided, the anticipated cost of any subsequent sole source award would be fair and reasonable and represent the best value to the government consistent with FAR 8.404(d).

**10. Market Research**

NTSB has not identified any other sources with the capabilities to economically and efficiently meet the requirement.

In accordance with FAR 8.405-6(a)(ii)(2), within 14 days of establishing the task order, a notice of this contract action and LSJ will be posted on the System for Award Management website ([www.sam.gov](http://www.sam.gov)) and the NTSB website ([www.nts.gov](http://www.nts.gov)) for 30 days.

**11. Other Pertinent Information**

N/A

**12. List of Interested Sources**

N/A

**13. Efforts to Remove Barriers to Competition**

The NTSB will conduct market research to acquire other sources to meet its requirements. In addition, the NTSB will continue to monitor the market for future acquisitions to identify new or improved products that meet or exceed requirements and that can be considered for competition.

**14. Contracting Officer Certification**

I certify that the supporting data under my cognizance, which are included in the LSJ, are accurate and complete, to the best of my knowledge and belief.