

DEPARTMENT OF THE INTERIOR

U.S. GEOLOGICAL SURVEY

JUSTIFICATION FOR OTHER THAN FULL AND OPEN COMPETITION (FAR 13.106.1)

1. Contracting Agency and Activity

The Department of the Interior (DOI), United States Geological Survey (USGS) plans to award by means of other than full and open competition. This document sets forth the justification and approval for use of one of the exceptions to full and open competition allowed under the Competition in Contracting Act (CICA) of 1984.

2. Nature of the Action Being Approved

This action is to initiate a new institutional subscription Firm Fixed Price contract for an EndNote software site license available from Thomson Reuters (Scientific) Inc.

3. Description of Supplies and Services

EndNote is a commercial reference management software package used for managing bibliographies, citations and references as part of the publishing workflow. This purchase of an EndNote site license is an “upgrade” to an existing basic product that comes bundled as a free add-on to the Library’s Web of Science subscription from the same vendor. Unlike the free basic version and other free applications that offer basic functionality, EndNote commercial reference management software is for more than just creating bibliographies. It is a productivity tool for publishing researchers and scientists; supports maintaining a CV, resume, professional profile, expediting funding applications, writing a manuscript, creating internal documentation and reports, and provides advanced tools for managing and creating research. EndNote is the market leading product for PhD level research institutions. Other software is new to the market and does not offer the same level of advanced support needed by USGS researchers who publish and develop extensive bibliographies and citation databases to support their ongoing research. These advanced features reduce the time it takes to collect, organize; update research and references, format documents and manuscripts, therefore providing a larger value to the Government.

EndNote reference management software is a proprietary product of Thomson Reuters (Scientific) Inc., 3501 Market St., Philadelphia, PA 19104. Thomson Reuters is the sole producer, owner and distributor of EndNote software.

4. Estimated Dollar Value

The total estimated dollar value for this requirement is \$24,900 for One (1) Year.

5. Statutory Authority

The proposed action may be awarded without full and open competition under 43 U.S.C. 253(c)(1) as implemented in FAR 13.106-1

6. Rationale for Sole Source Acquisition

The Government has need of an enterprise reference management service to assist USGS scientists with their research and the publishing process. In order to meet the minimum needs of the Government this software must provide the capability to connect with existing library database subscriptions on the Web of Science platform; to synchronize updates for citations managed within the system; and to retrieve full text search results within the Library's subscribed content and other online resources. The software must be able to coordinate and allow USGS researchers to share citations created by individuals across multiple agencies for joint publishing activities into a unified report. The software must accommodate migration of information created by USGS researchers in the current research software version without disruption or loss of data. This software must assist researchers with compliance of international copyright laws.

The site license subscription of EndNote will meet the minimum requirements by accommodating migration of information created by USGS researchers in the current research software free version without disruption or loss of data. Currently, approximately 888 out of 1,300 USGS research scientists have accounts and are using the free version of EndNote through the Library's Web of Science platform subscription.

Additionally the EndNote site license subscription will meet the minimum requirements by permitting USGS Research Scientist to synchronize updates for citations managed within the system; and to retrieve full text search results within the Web of Science Library subscription and other library online resources. The EndNote site license provides the ability to search and import relevant scientific literature citations directly from Web of Science, Medline, the USGS Library Online Catalog, and other databases directly into EndNote using connections inherent to the software and utilizing the availability of more than 5,000 reference formatting styles co-developed with editors from top scientific publishers. These features improve the efficiency for USGS scientists in identifying, accessing and organizing required scientific literature as part of the publishing process. Additionally other EndNote unique integration qualities include connections with Web of Science allowing for automatic updates from Web of Science records and use of the *Cite While You Write*[™] plug-in to insert and format references and build bibliographies from within MS Word (and others). EndNote controls the mass sharing of copyrighted material ensuring compliance with international copyright laws.

An EndNote site license subscription will meet minimum requirements by being able to coordinate and allow USGS researchers to share citations created by individuals across multiple agencies for joint publishing activities into a unified report. Another feature only available with the site license subscription is the ability to share a “network” library with up to 14 people within your organization, which is most beneficial to researchers working on joint projects. Additionally for scientists working on projects across agencies and institutions, only the full site license version will allow them to synchronize project created shared files generated using the EndNote basic (free) version to deliver them from those partners not on our shared network. As a result authors can easily compile and organize references for multi-agency reports, journals, etc. quickly to benefit the USGS mission and the larger scientific community.

This full, site license subscription to EndNote will surpass the minimum requirements by providing unlimited storage for references and attachments instead of to the current limitation of 50,000; an extensive online database searching capability of 6,000+ databases compared to only 5 databases with the free version; ability to send 500+ references directly from online databases to EndNote instead of limited to only 9 references currently; direct linking to full-text, the ability to annotate and highlight PDFs, and the ability to integrate with multiple platforms. The bundled free version of EndNote and other free reference manager packages do not offer these capabilities.

7. Other Information

In 2016, the Library reviewed the literature, searched the Internet, and collected feedback from library colleagues to confirm EndNote software, a proprietary product of Thomson Reuters (Scientific) Inc., is not available from another source. EndNote basic (formerly EndNote web) has limited functionality for database searching and sending references directly from online databases, minimal storage capabilities as well as no way to connect directly to available full-text content from retrieved results. USGS currently has EndNote basic, a free version, available as part of a subscription with Thomson Reuters (Scientific) Inc. for Web of Science. An EndNote site license subscription will provide unlimited storage for references and attachments, extensive online database searching capability of 6000+ databases, send 500+ references directly from online databased to EndNote, direct linking to full-text, annotate and highlight PDFs, ability to work with multiple platforms, and is available as a desktop client and online. As a result of our market research, no other known product can provide the level of functionality and integration required to meet the USGS need. USGS scientists have been using the free basic version, and nearly 70% of scientists have set up free accounts. USGS scientists are interested in the additional functionality the site license full version of EndNote provides. Other scientists are using a desktop version that offers the full features available with the site license. The addition of the EndNote site license for the full version will provide expanded functionality to the 888 account users already set up in the basic version, provide a cost savings to the scientists who pay for additional licenses, and enable USGS scientists to do their research quickly and to actively collaborate with their peers by providing a more robust and extensive management option to the free alternatives available.

8. Market Research

The library industry does regular work with identifying software/programs and is aware of alternative sources like Zotero, Mendeley and the Papers APP, which are free. However, these entities do not meet the Government's minimum needs as they only provide limited free storage for citations, basic access to reference styles and are not integrated with other subscription-based resources. Additional storage is available for purchase, however, management of the amounts of storage each individual in USGS would need and the associated costs of purchasing would be detrimental to the Government by increasing total costs and slowing down the publishing process. Use of the free citation managers does not include the innate connections to Web of Science that EndNote has or provide access to additional features such as the number of times USGS researcher papers were cited; finding papers that share the same citations as theirs; and using this information to suggest journals in which to publish their papers. Additionally, free software such as Mendeley, Zotero and the Papers APP fail to comply with our IT security requirements for Two Factor Authentication by opening the network to potential vulnerabilities, need uniquely skilled staff to maintain them at an additional cost or require staff to create application extensions and connectors to function optimally.

9. Future Plans to Permit Competition

The requirements will be reviewed on a yearly basis to evaluate if there is any new competition in the market. Should competition be identified, the requirement will be competed.

10. Recommendation and Certification

Based on the above, I recommend this acquisition be conducted on the basis of other than full and open competition. I certify that technical data that is the responsibility of technical or requirements personnel and which form the basis of this justification are complete and accurate.

Erin Donnelly
Erin Donnelly, COR

September 19, 2016
Date

11. Certifications from the Contracting Officer

All requirements of the Competition in Contracting Act, (41U.S.C.253), as implemented in the Federal and Interior Acquisitions Regulations, have been considered in preparing this justification. This justification is accurate and complete to the best of my knowledge and belief. Thomson Reuters (Scientific) Inc. pricing for the USGS is offered at a substantial discount from their list price for a single site and is therefore considered to be fair and reasonable.

12. Approvals

Nicole Johnson, Contract Specialist

Date

Karen Phillips, Contracting Officer

Date