ATTACHMENT 4

LIMITED SOURCES JUSTIFICATION
Over $150,000 (FAR 8.405-6(c))

1. Identification of the agency and the contracting activity

   Department of the Interior, National Park Service, Washington Contracting Office

2. Nature and/or description of the action being approved.

   A sole – single source award to Global Solutions Group, Inc to continue The annual maintenance costs for the Laserfiche dockets system total $[redacted] and include an annual operating license for ten full named users at $[redacted] per user (GSA Part Number GJENFP) in the amount of [redacted], as well as ten read-only (participant) licenses at $[redacted] per user (GSA Part Number GJPARP) totaling $[redacted]. In addition, the annual maintenance includes a Laserfiche Subscription Forms license for the processing interface (GSA Part Number GJEPFRMP) at a cost of $[redacted], along with support from a Laserfiche System Engineer for a block of 40 hours at $[redacted] per hour, totaling $[redacted]. The Dedicated Laserfiche Sandbox (Test) System includes a Laserfiche Subscription Forms license for the processing interface (GSA Part Number GJEPFRMP) at a cost of [redacted] an annual operating license for ten full named users at $[redacted] per user (GSA Part Number GJENFP) totaling $[redacted], and Laserfiche System Engineer support for a block of eight hours at $[redacted] per hour, totaling $[redacted]. The total cost for the sandbox system is [redacted].

3. A description of the supplies or services required to meet the agency's needs (including the estimated value).

   This acquisition is for annual support and maintenance of the various Laserfiche – Global Solutions Group products listed in the table below which will allow the NPS to continue using the software from 2/15/2026 to 2/15/2028, obtain any software updates that occur during that year, and receive technical support and training. The GSA Schedule cost for two years is $49,836.

SAP Acquisition January 2026	
Project Title	**Brief Item/Project Description**
Annual Maintenance	
Dockets: Laserfiche software annual operating license	Full Named Users (10 Users @ $[redacted]/User) GSA Part Number: GJENFP

Dockets: Laserfiche software Read-Only (Participant) licenses	Subject to annual operating license (10 Users @ [redacted]/User) GSA Part Number: GJPARP
Dockets: Laserfiche Subscription Forms	Laserfiche processing interface GSA Part Number: GJEPFRMP
Laserfiche System Engineer	Block of 40 Hours @ $[redacted]/Hour
	Total
Dedicated Laserfiche Sandbox (Test) System Support	
Dockets: Laserfiche software annual operating license	Full Named Users (10 Users @ $[redacted]/User) GSA Part Number: GJENFP
Dockets: Laserfiche Subscription Forms	Laserfiche processing interface GSA Part Number: GJEPFRMP
Sandbox (Test Environment)	
Laserfiche System Engineer	Block of 8 Hours @ $[redacted]/Hour

4. The authority and supporting rationale (see 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.

   GSG is the only responsible source capable of providing continued system support, maintenance, and enhancement without substantial duplication of cost or unacceptable risk to the Government. Transitioning to another vendor would require extensive reverse engineering, system re-familiarization, and redevelopment of custom functionality, resulting in significant additional cost, schedule delays, and increased risk of data loss or system disruption. Therefore, continued acquisition of support and maintenance services from GSG is determined to be in the best interest of the Government.

   GSG has performed the following:

   Designed an integrated solution that provides:
   - Integration tools to automate transfer of data on new and updated files.
   - Ability to import new and updated data from an external source.
   - Ability to export search results.

   The Base Period involved:
   - Migrating Data into designated fields, creation of forms for entering data by sections, testing, setup of Software onto SQL server and any special reporting required.
   - The Migrated Data is retained by Park, sections, and fields in the repository(database).
   - An independent program was developed to handle the creation of pdfs and the handling of bookmarks for viewing of records and posting of records that are publicly available.

5. A description of the market research conducted among schedule holders and the results, or a statement of the reason market research was not conducted.

   The Water Resources Division – Water Rights Branch (WRB) identified a critical need to modernize the Docket Records System to ensure compliance with National Park Service (Department of the Interior) records management requirements and National Archives standards. By 2018, the legacy Docket Processing Application had reached the end of its useful life and no longer supported required records management, security, auditability, or workflow functions. Continued reliance on the obsolete system posed operational, legal, and records-retention risks. Accordingly, WRB sought a comprehensive replacement solution capable of supporting enterprise records management, workflow automation, forms processing, secure document storage, and long-term preservation, along with project management, training, technical support, and the migration of existing docket records.
   The requirement was initially competed in 2018 and resulted in a single responsive offer from Global Solutions Group, Inc. (GSG). GSG proposed a solution based on Laserfiche, a commercially available, off-the-shelf enterprise content and records management platform. To ensure adequate competition, the requirement was subsequently re-solicited, resulting in a second proposal from a technical vendor proposing a fully custom-developed system. That proposal exceeded the cost of the Laserfiche-based solution by more than 60 percent and introduced additional development, implementation, and long-term maintenance risk without providing commensurate technical or functional benefits.

GSG was selected as the provider because its solution met all technical, functional, and compliance requirements using a proven, off-the-shelf platform, while minimizing cost, implementation risk, and lifecycle maintenance burden to the Government. Since initial implementation, GSG has developed and deployed extensive system customizations, workflows, forms, and integrations specific to the Water Rights Branch's docket processing environment and has successfully migrated legacy records into the current system. GSG possesses unique institutional knowledge of the system architecture, custom development, data structures, and operational workflows.

6. Any other facts supporting the justification.

Laserfiche is a Content Management solution that allows organizations to store and manage various types of information such as word document, excel spread sheet, video or voice files, PDF's and any image file in one, secure, centralized system. Laserfiche has been implemented in State, Local and Federal Governments, Finance, Manufacturing, Education and Utilities markets to manage mission critical applications.

The water rights division has a requirement to maintain and organize large amounts of dockets and its corresponding information for various Parks across the Country that needs to be processed. This system is unique as WRD maintains the dockets for all parks. To meet this requirement of handling specific individual dockets, Laserfiche software has been heavily customized over the past years.

There are other Laserfiche Value Added Resellers (VAR) that sell Laserfiche software, but Global Solutions Group (GSG) has worked with the Water Rights Division for the past 7 years to customize the software to meet the needs for managing Dockets as listed below:

1. Collecting documents in various digital formats (like TIFF, PDF, etc.)
2. Gathering 50+ unique field values (metadata template values)
3. Upload various supporting documents for dockets
4. Insert images into existing dockets by maintaining dynamic sorting orders
5. Being able to update/manage Park related information
6. Delete docket related images that are no longer required to be kept/preserved
7. Generate final published PDF with Bookmarks generated from custom dockets which are then published to the NPS public facing site for further retrieval

Other Laserfiche VARs may support the Laserfiche application, but due to the customization or the existing product it would take a significant amount of time, effort and cost for them to become familiar with the Water Rights Division's Docket Processing environment and understand all the customization GSG has worked on to develop with NPSstaff.

Laserfiche requires that their VAR's are certified on the Laserfiche product, but there is no mandate regarding non-Laserfiche technical expertise. It cannot be assumed all Laserfiche VARs possess the same technical skill levels as GSG (like Integration with 3rd Line of Business Applications, custom JavaScript coding, Database Lookups, working with APIs to generate bookmarks in PDF, Web Services, etc.)

Since GSG was awarded the contract over seven years ago, there has never been an issue with system uptime, response to service or trouble calls. Over the years GSG has worked closely with the Water Rights Division to maintain and improve service levels.

7. A statement of the actions, if any, the agency may take to remove or overcome any barriers that led to the restricted consideration before any subsequent acquisition for the supplies or services is made.

8. Certification by Technical or Requirements Personnel:
I certify that any supporting data that is the responsibility of technical or requirements personnel (e.g verifying the Government's minimum needs or requirements or other rationale for an exception to fair opportunity) which form a basis for the justification have been certified as complete and accurate:

(Signature) Katie Buchan (Date) 05/27/2026

(Type or Print Name): Katie Buchan
(Title): Hydrologist

I certify that the justification is accurate and complete to the best of my knowledge and belief:

(Signature) CHRISTINA GINGRAS Digitally signed by CHRISTINA GINGRAS Date: 2026.06.03 07:17:36 -04'00' (Date) _____

(Type or Print Name): _____
contracting officer

ATTACHMENT 4

LIMITED SOURCES JUSTIFICATION
Over $150,000 (FAR 8.405-6(c))

Reviewed for Legal Sufficiency by Solicitor's Office (over $500,000 or as requested):

(Signature) _____ (Date) _____

(Type or Print Name): _____
Attorney-Advisor

Reviewed/Concur/Approved by:

(Signature) _____ (Date) _____

(Type or Print Name): _____
Regional or Center Chief of Contracting
For orders exceeding $150,000, but not exceeding $700,000, this certification serves as the Approval of the justification.

Approved by:

(Signature) _____ (Date) _____

(Type or Print Name): _____

Bureau Competition Advocate

For orders exceeding $700,000, but not exceeding $13,500,000, this certification serves as the Approval of the justification.

***NOTE: For Justifications under 8.405-6(a)(1) the approving official shall include a written determination identifying which one of the circumstances applies.**