

40892

Department of General Services

SOURCE JUSTIFICATION FORM

Bureau of Procurement

The objective of this form is to capture all relevant documentation an Agency may have to assist the Department of General Services ("DGS"), Bureau of Procurement, in expediting the source justification review process. This form must be completed electronically, signed, and submitted with all relevant documentation to DGS. If a question is neither mandatory nor applicable, please indicate "N/A". Please use standard terminology and define acronyms.

SECTION A

1. Agency Name:	Game Commission		
2. Procurement Description: <small>This description will appear on the Marketplace website for mobile viewing</small>	The Game Lands Forest Management Modeling project will be an enhancement of the Inventory Manager web application that supports the Commission's Comprehensive Management Planning process.		
Materials Description:			
Services Description:			
3. Materials Shopping Cart # or Services SPR#	Estimated Cost:	\$50,001 - \$100K	
	Initial Contract Term:	6 months	
	Renewals:	no	
4. Supplier - Name:	Mason, Bruce & Girard		
Full Address:	707 SW WASHINGTON ST STE 1300, Portland OR 97205		
Contact Name:	James Schriever		
Telephone:	503-224-3445	FAX:	
E-mail:	JSchriev@masonbruce.com		
SRM Supplier #:	0000510756		
5. Delivery or service location:	2001 Elmerton Ave. Harrisburg, PA 17110		

SECTION B

<input checked="" type="checkbox"/> 1. Sole Source: Only known source - Not available from another supplier.
<input type="checkbox"/> 2. Material/Repair/Maintenance: Material or service MUST be compatible with existing equipment. Documentation must be provided from the manufacturer.
<input type="checkbox"/> 3. Used Equipment: Value set by 2 independent 3rd party appraisals.
<input type="checkbox"/> 4. Professional Expert: Describe in detail in Section C.
<input type="checkbox"/> 5. Exempt (Law): A federal or state statute or regulation exempts the procurement from the competitive procedure. Any applicable information precluding the procurement from competitive procedures must be attached.
<input type="checkbox"/> 6. Feasibility: Clearly not feasible to award the contract on a competitive basis.

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SECTION C

1. Describe the unique features of this procurement that prohibit a competitive environment. If applicable, attach a Statement of Work ("SOW").

2. Document and attach the research that has been conducted to date to verify the supplier is the only known source.

3. Does the supplier utilize distributors, dealers, resellers, etc.? If "Yes," please identify.

4. Are there compatibility requirements or compliance requirements with a warranty or service agreement? If "Yes," please explain.

5. How has the material or service been procured in the past? Please provide previous source justifications, contracts, & PO's for this material or service.

6. If procured through the IT ITQ process, please provide original \$ amount and contract period of order. Is this the final phase of the project?

7. If this is an upgrade, addition, alteration, etc., to an earlier procurement, please describe in detail.

8. What are the consequences of not approving this procurement?

9. If timing is a factor, what is the time factor and why?

10. List any other information relevant to the acquisition of this procurement here or as an attachment.

11. For requests > \$100,000, has the supplier signed cost or pricing data certification and is the pricing breakdown attached?

This project requires enhancement and development of proprietary software already paid for and licensed by the PGC from Mason, Bruce & Girard, to produce a modeling program application.

Project was vetted through PGC Information Technology experts as to the viability of bidding the work out to other vendors. Due to already owning the MB&G software and the vendors proposed cost it was determined that any bid process would not allow for cost savings due to additional exhaustive scoping and it would not be able to be accomplished in the critical time allotted.

NO

YES. all work must be within MB&G's Inventory Manager web application

PO#4300499024

N/A

enhancements to customized software application developed under PO#4300499024

inability of the Agency to efficiently and effectively manage its forest resources on State Game Lands resulting in potential revenue losses.

needs to be completed and implemented prior to Comprehensive Plan updates in order to project revenue production from timber assets

N/A

N/A

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SECTION D

IMPORTANT*: The printed names on this form shall constitute the signatures of these individuals. Agencies must insure that these individuals review the completed form and give their consent to apply their printed name on this form. No handwritten signatures shall be required in order for the form to be considered "signed" by those individuals whose names appear in the signature section of the form.

Shopping Cart Contact Person (Person whom DGS will contact regarding the Shopping Cart):

Name:	Tammy Pease	P-Group:		Date:	12-15-20
Title:	Administrative Assistant	Telephone:		Fax:	

Agency Contact Person: Person in your agency that DGS can contact for additional information, etc.

Name:	David Gustafson	Title:	Forestry Program Manager	Date:	12-15-20
Telephone:		Fax:		Email:	dgustafson@pa.gov

Approving Authority (Agency Head or Deputy reviewing and approving this request): Approving Authority connotes approval of the source justification and the cost or pricing data certification.

Name:	<i>Daniel E Dunlap</i>	Title:		Date:	1-5-21
Telephone:		Fax:			

Additional Approvals (if required by Agency):

Name:		Title:		Date:	
Telephone:		Fax:		Email:	
Name:		Title:		Date:	
Telephone:		Fax:		Email:	
Name:		Title:		Date:	
Telephone:		Fax:		Email:	
Name:		Title:		Date:	
Telephone:		Fax:		Email:	
Name:		Title:		Date:	
Telephone:		Fax:		Email:	