

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: This description will appear on the eMarketplace website for public viewing	Utility (vendor)is providing communication hardware to be used by our Officer's to allow them access to their computers while on patrol. This is an addition to what we currently have because of new law enforcement positions.		
Materials Description:			
Services Description:			
3. Materials Shopping Cart # or Services SPR#	12781711	Estimated Cost:	\$10,001 - \$50K
		Initial Contract Term:	1 year
		Renewals:	4 years
4. Supplier - Name:	Utility Associates Inc		
Full Address:	250 East Ponce De Leon Avenue Suite 700		
Contact Name:	Monica Storey		
Telephone:	800-597-4707	FAX:	
E-mail:	mstorey@utility.com		
SRM Supplier #:	384278		
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").

This hardware is owned by Utility and they are the only vendor that provides this hardware.

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

See attached quote.

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

no

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

The Agency fleet uses Utilities Rockets to provide communication for dispatch to the vehicles. The Rockets use a proprietary system to provide vehicle location to agency dispatch centers.

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.

These need to be compatible with other Rocket's still in use.
PO 4300596821
These need to be compatible with other Rocket's still in use.

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?

N/a

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

We are adding 50 new law enforcement positions to our fleet and the Rockets allow our Law Enforcement Officer's access to their computers while they are working in the field.

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

This hardware is crucial to the safety of our Law Enforcement Officer's. Without the location device our officers are at risk since the majority of encounters possess weapons.

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

Yes, we have vehicles that need this item installed for the Law Enforcement Officer's to perform their daily duties.

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

These Rockets are used to track and communicate with our Law Enforcement Officer's while they patrol their districts for their safety.

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

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:	Susan Young	P-Group:	COPA	Date:	12-07-23
Title:	IT Generalist 2	Telephone:		Fax:	

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

Name:	Derek Deibler	Title:	Purchasing Agent	Date:	12-07-23
Telephone:		Fax:		Email:	dedeibler@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. Dunlop</i>	Title:	<i>Admin Director</i>	Date:	<i>12/7/23</i>
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:	

