

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: This description will appear on the eMarketplace website for public viewing.	Utility (vendor) is providing communication hardware to be used by our officers 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#	133983	Estimated Cost:	\$10,001 - \$50K
		Initial Contract Term:	Off contract
		Renewals:	
4. Supplier - Name:	Utility Associates		
Full Address:	250 E Ponce De Leon Ave, Ste 700, Decatur, GA 30030		
Contact Name:	Monica Storey		
Telephone:	800-597-4707	FAX:	
E-mail:	mstorey@utility.com		
SRM Supplier #:	384278		
5. Delivery or service location:	PGC, 2001 Elmerton Ave, HBG, PA 17110 Attn: BATS		

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 ones who provide 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 Utility 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 rockets still in use, PO 4300596821

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 Officers access to their computers while they are in the field

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

This hardware is crucial to the safety of our Law Enforcement Officers. Without the location device, our Officer's are at risk since the majority of our 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 new 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 Officers 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

