

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	Trimble GNSS & Conventional Land Surveying Equipment		
Materials Description:	Trimble GNSS & Conventional Land Surveying Equipment		
Services Description:			
3. Materials Shopping Cart # or Services SPR#	Estimated Cost:	\$100,001 - \$250K	
	Initial Contract Term:		
	Renewals:		
4. Supplier - Name:	Keystone Precision Instruments		
Full Address:	2646 Lehigh St., Whitehall, Pa. 18052		
Contact Name:	Ken Fronheiser		
Telephone:	800-833-9250	FAX:	
E-mail:	kfronheiser@keypre.com		
SRM Supplier #:	134138		
5. Delivery or service location:	2001 Elmerton Avenue, 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.

SOURCE JUSTIFICATION FORM

Bureau of Procurement

SECTION C

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

Keystone Precision is the only equipment vendor authorized by Trimble Corporation to sell and/or distribute this specific type of GNSS & Conventional Land Surveying Equipment - Eastern Pennsylvania.

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

Contacted Michael Stump of Trimble Navigation (303-261-2684) and confirmed Keystone Precision is the only authorized Trimble dealer in region.

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

Yes, Keystone Precision is Trimble Corporations authorized distributor, dealer, reseller in our region.

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

No

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.

Keystone Precision has provided land surveying equipment to the Pennsylvania Game Commission in the past. Ref: PO#4300575234

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.

N/A

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

Land Surveying operations on State Game Lands throughout the Commonwealth of Pa. will be delayed and/or unable to complete.

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

Special pricing and rebates may be affected if PO is delayed. PGC Land Surveyors rely on this equipment to perform daily job functions.

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

N/A

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

Yes - See Attached Quotation

SOURCE JUSTIFICATION FORM

Bureau of Procurement

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:	08/26/2021
Title:	Admin Assistant	Telephone:		Fax:	

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

Name:	Michael J Stone	Title:	Surveyor-2	Date:	08/26/2021
Telephone:		Fax:		Email:	michstone@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:	Dan Dunlap <i>Daniel C Dunlap</i>	Title:	Director Admin	Date:	08/26/2021
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:	