

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	Booth space rental for the 2025 Great American Outdoor Show		
Materials Description:			
Services Description:			
3. Materials Shopping Cart # or Services SPR#	12908433	Estimated Cost:	\$10,001 - \$50K
		Initial Contract Term:	
		Renewals:	
4. Supplier - Name:	National Rifle Association of America (NRA)		
Full Address:	11250 Waples Mill Road, Fairfax VA 22030		
Contact Name:	John Bailey		
Telephone:	703-267-3771	FAX:	703-267-3890
E-mail:	jbailey@nrahq.org		
SRM Supplier #:	167217		
5. Delivery or service location:	Harrisburg, PA		

SECTION B

<input 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").

It is the largest consumer show in the world for hunting and outdoor activities. It allows the PGC to reach thousands of hunting license buyers as well as non consumptive users at the very best grass roots outreach event in the US. It is the ONLY show in the US to bring roughly 250k through the door.

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

There is only ONE Great American Outdoor Show and this is the only show in the US to bring this large of a demographic of our core customer as well as many of our non consumptive participants together under one roof

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

N/A

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

N/A

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.

Yes, we are planning much more involvement this year to build on for future engagements at this event. As we planned through the year we had to switch gears due to timeframes

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?

Yes

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?

The PGC will not participate in the most valuable outreach event with the highest attendance of our current license buyers

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

The time factor is ASAP, due to a pre-planning phase that we were planning a larger booth and some additional opportunities offered to our agency.

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

The NRA-GAOS is the largest event of its kind in the US, and the most valuable asset to the show is our ability to communicate our mission to any of the 250k show attendees, Also, it is under two miles from our headquarters which makes the convenience priceless.

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

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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:	Danielle Miller	P-Group:		Date:	1/2/25
Title:	Administrative Assistant	Telephone:		Fax:	

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

Name:	Jacob Weber	Title:	Marketing Chief	Date:	1/2/25
Telephone:		Fax:		Email:	jacweber@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:	Eric Allen	Title:	Dir Admin Services	Date:	1/2/25
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:	