

# 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

<b>1. Agency Name:</b>	Game Commission		
<b>2. Procurement Description:</b> This description will appear on the eMarketplace website for public viewing	GPS Radio Collars for Elk Management in Pennsylvania		
<b>Materials Description:</b>	New GPS Radio Collars used for estimating annual elk survival rates to supplement the elk population model.		
<b>Services Description:</b>			
<b>3. Materials Shopping Cart # or Services SPR#</b>	12751730	<b>Estimated Cost:</b>	\$10,001 - \$50K
		<b>Initial Contract Term:</b>	1 Year
		<b>Renewals:</b>	4
<b>4. Supplier - Name:</b>	Vectronic Aerospace		
Full Address:	3292 Ridgeway Dr, Coralville, IA 52241		
Contact Name:	Chris Kochanny		
Telephone:	319-626-2267	<b>FAX:</b>	
E-mail:	info@vectronic-aerospace.com		
SRM Supplier #:	530565		
<b>5. Delivery or service location:</b>	Continental United States		

## SECTION B

<input type="checkbox"/> <b>1. Sole Source:</b> Only known source - Not available from another supplier.
<input checked="" type="checkbox"/> <b>2. Material/Repair/Maintenance:</b> Material or service MUST be compatible with existing equipment. Documentation must be provided from the manufacturer.
<input type="checkbox"/> <b>3. Used Equipment:</b> Value set by 2 independent 3rd party appraisals.
<input type="checkbox"/> <b>4. Professional Expert:</b> Describe in detail in Section C.
<input type="checkbox"/> <b>5. Exempt (Law):</b> 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 checked="" type="checkbox"/> <b>6. Feasibility:</b> 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").**

### Background

Modern GPS radio collars designed for wildlife research typically receive and transmit data via satellite network (Globalstar or Iridium). This allows programming and functionality to be changed/manipulated remotely while the collar is being worn by a wild animal. Proprietary software or user restricted web-based platforms generally serve as the conduit for wildlife researchers to communicate (receive and transmit data/info) with GPS radio collars. Each manufacturer has its own unique software or web platform specific to their respective collars. Vectronics is the only company compatible with existing collars and software.

### Software compatibility

For the past several years the PA Game Commission in collaboration with the Pennsylvania State University have utilized GPS radio collars supplied by Vectronic Aerospace for research related to female elk pregnancy and juvenile survival. As part of this study we used Vectronic's proprietary software to communicate with GPS radio collars. Building on this research, we plan to begin research evaluating yearling elk survival and need to purchase additional GPS collars. As such we're requesting sole source procurement for these collars to ensure compatibility with our existing software.

### Data Consistency

In addition to software compatibility a related but arguably more significant factor is data consistency. In order to ensure data on previously collared elk matches in format and collection methodology with the data we plan to collect in this project, we're requesting source procurement for these collars to ensure the data/information is collected and formatted in a manner this is identical to our previous data sets. This will ensure accurate comparisons and smooth combination of data sets from 2 separate but related projects.

### Cost Savings/Efficiency

A final justification for the need to sole source this procurement relates to the staff time needed to learn new software or web applications and subsequently modify any data collected under a different manufacturer. Using systems and information that is familiar will save staff time and ultimately increase efficiency.

# SOURCE JUSTIFICATION FORM

Bureau of Procurement

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

The various web-platforms for the 3 primary collar manufacturers are listed/linked below. Each platform is specific to the collars manufactured by each respective provider and thus it is impossible to utilize software/web applications from one supplier to communicate with products/collars manufactured by a different supplier. Vectronic Inventa (currently the only vendor compatible with existing collars and software)

Lotek - is not compatible with existing equipment  
Advanced Telemetry Systems - no compatible

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

No, the supplier is the sole source from which these materials can be procured.

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

Yes, the software needs to be compatible with existing collars and software. Vectronics has proprietary on this software.

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.

The GPS radio collars that are currently in use were procured by an outside organization (The Pennsylvania State University) as part of a large-scale project related to female pregnancy rates and juvenile survival rates. PSU used Vectronics for this purchase. PGC has procured Bear and Deer collars in the past using bids and sole sources. This is the first for Elk Collars.

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?

Not Applicable

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

This procurement (GPS radio collars) will be used in complement with an existing research project investigating elk survival but it is not an upgrade, addition or alteration to any earlier requests.

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

Disapproval of this request would lead to a one-to-two-year delay in the research project and disrupt the flow of data needed to accurately estimate elk survival. A significant amount of staff time and resources have already been dedicated to this project to date and rejection of this procurement would result in those efforts essentially being wasted.

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

Timing is not a significant factor, but it should be noted that construction/manufacturing of GPS radio collars is completed by request/order. The period between order confirmation and final delivery is regularly between 6-8 months.

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

See attached quote.

# SOURCE JUSTIFICATION FORM

Bureau of Procurement

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

Not applicable, this request will not exceed \$100,000.00

## 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):

<b>Name:</b>	Joan DeHart	<b>P-Group:</b>	270	<b>Date:</b>	07-10-23
<b>Title:</b>	Clerical Supervisor 2	<b>Telephone:</b>		<b>Fax:</b>	

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

<b>Name:</b>	Bobbi Mercer	<b>Title:</b>	Procurement Specialist	<b>Date:</b>	07-10-23
<b>Telephone:</b>		<b>Fax:</b>		<b>Email:</b>	bmercer@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.

<b>Name:</b>	Daniel E Dunlap	<b>Title:</b>	Admin Director	<b>Date:</b>	07-10-23
<b>Telephone:</b>		<b>Fax:</b>			

### Additional Approvals (if required by Agency):

<b>Name:</b>		<b>Title:</b>		<b>Date:</b>	
<b>Telephone:</b>		<b>Fax:</b>		<b>Email:</b>	
<b>Name:</b>		<b>Title:</b>		<b>Date:</b>	
<b>Telephone:</b>		<b>Fax:</b>		<b>Email:</b>	
<b>Name:</b>		<b>Title:</b>		<b>Date:</b>	
<b>Telephone:</b>		<b>Fax:</b>		<b>Email:</b>	
<b>Name:</b>		<b>Title:</b>		<b>Date:</b>	
<b>Telephone:</b>		<b>Fax:</b>		<b>Email:</b>	
<b>Name:</b>		<b>Title:</b>		<b>Date:</b>	
<b>Telephone:</b>		<b>Fax:</b>		<b>Email:</b>	