

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	Public survey to assess Pennsylvania residents' attitudes and opinions toward wildlife management and the activities of the Pennsylvania Game Commission.		
Materials Description:			
Services Description:	Resurvey of Pennsylvania residents		
3. Materials Shopping Cart # or Services SPR#	Estimated Cost:	\$100,001 - \$250K	
	Initial Contract Term:	February 1, 2023 to Jun	
	Renewals:	N/A	
4. Supplier - Name:	Responsive Management		
Full Address:	130 Franklin Street, Harrisonburg, VA 22801		
Contact Name:	Mark Duda		
Telephone:	540-432-1888	FAX:	540-432-1892
E-mail:	mark@responsivemanagement.com		
SRM Supplier #:	167695		
5. Delivery or service location:	Harrisburg, PA		

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 checked="" 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").

The Statement of Work is attached. Responsive Management has an unparalleled foundation of knowledge and experience, having completed several previous similar surveys with the same methodology for the Commonwealth. Responsive Management will provide unlimited access to copyrighted materials, thereby offering greater flexibility in survey design and development. Responsive Management provides continuity and stability in data collection and analysis, and has access to proprietary software that allows analyses to be conducted on all questions based on all available demographic, geographic, and attitudinal characteristic variables. Responsive Management has a solid, credible reputation for producing scientifically defensible surveys.

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

Responsive Management has copyrighted its survey instruments and uses proprietary software to collect opinion research on wildlife management topics and Game Commission activities.

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, PO. 4300114516 (Bear Management), 4300293070 (Deer Management)

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?

Current updates on Pennsylvania resident attitudes and opinions toward important wildlife management issues and Game Commission activities are lacking and are needed to inform wildlife management decisions in the Commonwealth.

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

Yes, survey work must be completed by June 30, 2023 so that costs can be charged to the Fiscal Year in which this activity is to be completed. In addition, Responsive Management's familiarity with previous surveys completed for the Game Commission, as well as access to and familiarity with the copyrighted and proprietary materials requires that the tasks and timeline proceed without any unexpected delays, obstacles, concerns, or confusion.

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 page 17 of the statement of work - PROJECT TIMELINE AND COST

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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:	Joan Dehart	P-Group:		Date:	01-18-23
Title:	Clerical Supervisor, Bureau of	Telephone:		Fax:	

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

Name:	Joshua B. Johnson	Title:	Wildlife Biometrician, Bureau of W	Date:	01-18-23
Telephone:		Fax:		Email:	joshujohns@gmail.com

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 Dunlap</i>	Title:	Admin Director	Date:	1-23-23
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:	