

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	Law Enforcement Training		
Materials Description:			
Services Description:	Law enforcement Training		
3. Materials Shopping Cart # or Services SPR#	49500.00	Estimated Cost:	\$5K - \$10K
		Initial Contract Term:	
		Renewals:	
4. Supplier - Name:	Broaddus Defense		
Full Address:	1301 South Capital of Texas Hwy, Sutie A:302, Austin Texas 78746		
Contact Name:	Andrea Myers		
Telephone:	717-787-7507	FAX:	
E-mail:	andremyers@pa.gov		
SRM Supplier #:	559074		
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").

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

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

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

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.

This train the trainer course includes the complete delivery of the Active Shooter Level I course of study as well as instructional techniques and methodology for delivering the course, force on force scenario development, safety protocols and procedures, graded participant teach backs, graded participant led force on force scenarios, remediation, video debrief, course critiques, and evaluations. Participants are provided with all lesson plans, PowerPoint presentations, student manuals, and related courseware so that they are immediately prepared to deliver the Active Shooter Level I course at their home agency.

Broaddus Defense is considered the Nationwide Standard for Active-Shooter Response Training for law enforcement personnel and will facilitate the learning and establishment a standard for communication, situational response, and code of conduct between our agency and other law enforcement agencies throughout the country.

No

Yes, this training course is intended to instruct instructors who are sworn law enforcement officers with experience in tactical, firearms and/or possessing existing law enforcement training. The required equipment for this training to take place is note-taking supplies, duty gear, body armor, groin protection, and clothing appropriate for "force-on-force" training (i.e., long sleeve shirt, gloves, etc.) Required facilities, classroom, and logistical needs: An unoccupied school building, in our case the Ross Leffler School of Conservation (RLSC), that meets the ALERRT-approved facility guidelines, possessing electricity, water, restrooms, and climate control; as well as tables or desks for the lecture portion of the instruction and the facility be clean enough for participants to lie on t

This is a first-time procurement for training through this vendor; however, our law enforcement staff had previously attended this vendor's EXTERIOR RESPONSE TO ACTIVE SHOOTER EVENTS (ERASE) TRAIN-THE-TRAINER training hosted by external entity, and the intent behind this current procurement is to maintain continuity between the learning previously acquired through ERASE, and build upon that in the implementation and utilization of Active Shooter Level 1 for interior threats.

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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?

NA

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

The intent behind this procurement is to maintain continuity between the learning previously acquired through ERASE and build upon that in the implementation and utilization of Active Shooter Level 1 for interior threats.

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

Broaddus' Active Shooter Level 1 was selected as an extension of previously acquired ERASE training for our agency's existing complement of law enforcement training personnel dispersed throughout the state. Without this training, our instructor's, and by extension our law enforcement staff, will lack the necessary continuity of training and methodology for effectively responding to "force-on-force" scenarios and utilization of safety protocols and procedures.

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

This class is intended to "instruct the instructors," following completion of this course, our agency law enforcement instructors will then apply the knowledge that they acquired through this training and instruct regional law enforcement staff as well as the incumbent cadet class on Active Shooter Response in conjunction with materials learned through ERASE, projected to take place in September 2024.

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

Please see attached statement of work.

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

NA

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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.

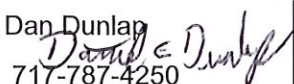
Shopping Cart Contact Person (Person whom DGS will contact regarding the Shopping Cart):

Name:	Andrea Myers	P-Group:	270	Date:	03-12-24
Title:	Administrative Assistant	Telephone:		Fax:	

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

Name:	Bobbi Mercer	Title:	Procurement Specialist	Date:	03-12-24
Telephone:	717-787-6594	Fax:		Email:	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.

Name:	Dan Dunlap 	Title:	Director of Admin	Date:	03-12-24
Telephone:	717-787-4250	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:	