

**PENNSYLVANIA TREASURY DEPARTMENT  
PROCUREMENT SOLE SOURCE JUSTIFICATION**

**Bureau:** Training & Development **Contract Begin Date:**07/01/2024 **End Date:**06/30/2025

**Contractor:** Dering Consulting

**Agency Purchase Requisition No:** 0000000716

**A) Reason for Sole Source Procurement:**

- Only a single contractor is capable of providing the service.
  - Only known source; similar services/commodities are not available from another contractor.
  - Service must be compatible with existing equipment.
- A federal or state statute or federal regulation exempts the service from the competitive procedure and there is appropriate justification to do so.
- It is clearly not feasible to award the contract for services on a competitive basis.
- The services are to be provided by attorneys or litigation consultants selected by the Department.
- The services are to be provided by expert witnesses.
- The services involve the repair, modification or calibration of equipment, and they are to be performed by the manufacturer of the equipment or by the manufacturer's authorized dealer, provided the contracting officer determines that bidding is not appropriate under the circumstances.
- The contract is for financial or investment experts to be used and selected by the Department.
- The contract is for supplies or services is in the best interest of the Commonwealth.
- Part I, Chapter I of the Pennsylvania Procurement Handbook issued by the Department of General Services under the authority of Commonwealth Procurement Code, 62 P.S. Section 101 et seq., exempts Treasury from the policies, procedures, and guidelines of the handbook for the licensing of specialized computer software.

**B) Briefly describe the supply or service item you are requesting and its function.**

This ten-workshop program includes access to an Online platform for self-directed learning and leads participants through a series of on-site, facilitated learning application experiences. As pre-work to the program and to provide an opportunity to reflect and understand their opportunities for growth, Dering will also administer a 360 Leadership Assessment and Everything DiSC Workplace profile for each participant in the cohort."

**C) Describe the unique features/compatibility of the supply or service item that precludes competitive procurement.**

The materials will allow Treasury to contract with provider to conduct this training for its management staff. OCO has granted Treasury permission to receive and utilize its Training Materials with entirely no remuneration. (Refer to section letter "F" for Inter-agency

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agreement)

**D) What research has been done to verify the contractor as the only known source?**

n/a

**E) Does the contractor have any distributors, dealers, resellers, etc., that sell the supply or service?**

n/a

**F) Must this supply or service be compatible with present inventory/equipment or in compliance with a manufacturer's warranty or existing service agreement? If yes, please explain.**

The Agreement is entered into by and between PA State Treasury Department and the Dering Consulting Group.

**G) If this is an initial procurement, what are the future consequences of the procurement? That is, once this procurement is approved and processed, what additional upgrades/additions/supplies/ services, etc., are anticipated/projected over the useful life of this item?**

n/a

**H) If this is an upgrade, addition, alteration, etc., to an existing service? How was the original service procured (sole source or competitive)? What additional, related, sole source procurements have occurred since the initial procurement? Please identify the previous purchase order or contract number(s).**

n/a

**I) How has this service been procured in the past? (Competitive sealed bidding, competitive sealed proposals, sole source, other). Please provide document numbers.**

n/a

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PROCUREMENT SOLE SOURCE JUSTIFICATION**

**J) What are the consequences of not procuring this specific supply or service item?**

The Treasury Department has approximately 75 Managers and Supervisors who have received little or no leadership development training. This specific program will be customized for the Treasury Department with cost containments for entering into an inter-agency agreement with OCO and AG's office. Not procuring this service impacts Treasury leaders opportunity to take advantage of this previously developed program with significant savings.

**K) How long has the agency known that the supply or service was needed, and why wasn't the contract process started earlier?**

n/a

**L) If timing is a factor, who established the time frame and why?**

n/a

**M) What are the consequences of not procuring this specific service within the established time frame?**

n/a

**N) List any other information relevant to the acquisition of this service.**

Effective leadership development programs address urgent problems as well as, pass on culture and skills. At the heart of effective leadership development programs is finding people who care deeply and providing them the grounding, skills and competencies to thrive even in the face of turbulence.