

State of Maine Procurement Justification Form

This form must accompany ALL contract requests and sole source requisitions submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below.

PART I: OVERVIEW

Department Office/Division/Program:		DACF/Maine Forest Service/Forest Protection Division	
Department Contract Administrator or Grant Coordinator:		Jennifer Wright	
(If applicable) Department Reference #:		PM-63230	
Estimated Contract or Grant Amount:	\$20,000.00	Advantage CT / RQS #:	CT-01A-20220105000000001629
AMENDMENT	Original Start Date:		New Start Date:
	Original End Date:		New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
ALL OTHER	Proposed Start Date:	01/01/2022	Proposed End Date: 12/31/2022
Vendor/Provider/Grantee Name, City, State:		RotorCraft Support Inc. 67 D St. Filmore, CA 93015	
Brief Description of Goods/Services/Grant:		Pre-Buy Maintenance Inspection for Helicopter Purchase.	

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request.

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
X	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL QUESTIONS

Please respond to ALL of the following questions.

- 1. Provide a more detailed description of the goods, services or grant to supplement the response in Part I.**

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PART III: SUPPLEMENTAL QUESTIONS

The Forest Protection Division needs to purchase two Bell 407 helicopters. It is customary for an outside maintenance entity to perform a pre-purchase maintenance inspection of the aircraft to ensure that it performs as expected and has no previously unidentified maintenance issues.

The Forest Protection Division already has a relationship with Rotorcraft Support due to previous work with aircraft part sales and overhaul services, so they are already in the state system as a vendor. The company also has an international maintenance pre-buy service and is available on very short notice to provide pre-buy services for an aircraft in Mexico as early as next week. There is also the possibility of needing their services for a separate aircraft in Mexico at the same time.

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

The Forest Protection Division needs this/these inspections done very quickly and Rotorcraft Support are a trusted company that has a good relationship with the state of Maine. Given the state of the helicopter market, we don't have time to find another company that we haven't worked with before. We have missed out on other aircraft during the search process and there are very few Bell 407s for sale left in North America that meet our requirements.

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

We have spoken with other helicopter operators who have needed pre-buy inspections in the past and the Rotorcraft Support costs are within what is expected.

4. Describe the plan for future competition for the goods or services.

When purchasing aircraft, time is off the essence and going out to bid for this type of service would force us to miss the opportunity to buy any aircraft, because the civilian companies that we are competing with don't have to do that. They can just send any inspection team they like, by picking up the phone. In this case the Forest Protection Division chose a company that we know has a good reputation and is a Bell Service Facility that we have had good experience with. We made several phone calls to other companies about cost, and since they all used a team of two and worked on time and materials, including travel, they were similar. Rotorcraft Support is able to send a team to Mexico on short notice, which is difficult during the times of Covid. This justification should also cover the cost of a second inspection later in the year.

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PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
	<small>DocuSigned by:</small>		
	<i>Randy Charette</i>		
Printed Name:	<small>8F3DD450C23241F...</small> Randy Charette	Date:	1/10/2022
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>		
	<i>Debbie Jacques</i>		
Printed Name:	<small>1DFA565D481F42E...</small> Debbie Jacques	Date:	1/14/2022