

State of Maine Procurement Justification Form

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below. All responses (except signatures) must be typed; no hand-written forms will be accepted. See the guidance document posted with this form on the Division of Procurement Services website (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:	Dept. of Agriculture, Conservation & Forestry		
Department Contract Administrator or Grant Coordinator:	Theresa Spooner		
(If applicable) Department Reference #:	N/A		
Amount: (Contract/Amendment/Grant)	\$120,000.00	Advantage CT / RQS #:	01a 20190904*0720
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	11/01/2019	Effective Date:
	Previous End Date:	05/31/2020	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:	Voisine Bros. Inc., PO Box 160, Fort Kent Mills, ME 04744		
Brief Description of Goods/Services/Grant:	Harvest wood from Bureau lands and truck to appropriate mills		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)			
	A. Competitive Process		G. Grant
x	B. Amendment		H. State Statute/Agency Directed
	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION
Please respond to ALL of the following:
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.
Due to changing market conditions, some of the wood harvested needed to go to different mill destinations with higher trucking costs, which used up the contract dollars faster than expected. Additionally, given ideal weather conditions, it is fiscally beneficial to the Bureau to have the contractor continue harvesting and trucking wood at the area they are in with their machinery already there than to cease harvesting and have to go mobilize equipment to go back and finish the harvest at a later date.

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PART III: SUPPLEMENTAL INFORMATION

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

This vendor bid the lowest rates for this service on a mini-bid resulting from an RFP. All contractors on a PQVL were given the opportunity to bid on the initial contract.

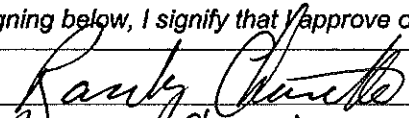
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The rates this vendor is being paid were the lowest rates resulting from a mini-bid. The funding is from a dedicated revenue account.

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

The Bureau will continue to request bids from vendors on the PQVL to ensure competition for contracted logging services.

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>		
			
Printed Name:	Randy Charette	Date:	2/21/2020
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Justin Franzose</i>		
	Printed Name:	AEED9C7B3A8044E... Justin Franzose	Date: