

## 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:		Inland Fisheries and Wildlife/Bureau of Resource Management			
Department Contract Administrator or Grant Coordinator:		Diano Circo, Chief Planner			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	\$ 5,500	Advantage CT / RQS #:	2021012500000002104		
CONTRACT	Proposed Start Date:	1/22/21	Proposed End Date:	4/30/21	
AMENDMENT	Original Start Date:		Effective Date:		
	Previous End Date:		New End Date:		
GRANT	Project Start Date:		Grant Start Date:		
	Project End Date:		Grant End Date:		
Vendor/Provider/Grantee Name, City, State:		Forest Research LLC			
Brief Description of Goods/Services/Grant:		Appraisal of Keeley Lake parcel.			

### 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
	B. Amendment		H. State Statute/Agency Directed
x	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.**

The Department needs to determine the value of a property on Keeley Lake in Marshfield for possible fee acquisition that would allow the construction of a new hand-carry water access facility. The appraisal is necessary to allow both federal and state funds to be used for the acquisition.

# State of Maine Procurement Justification Form

## PART III: SUPPLEMENTAL INFORMATION

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

Forest Research is one of very few appraisal companies in Maine that is qualified and willing to provide appraisals to the federal Uniform Appraisal Standards for Federal Land Acquisitions (UASFLA or "Yellow Book") standard. This standard is required for any project that may receive federal funds and necessary for the Keeley Lake project. Appraisers who have expertise in the UASFLA standard are extremely limited and often difficult to schedule.

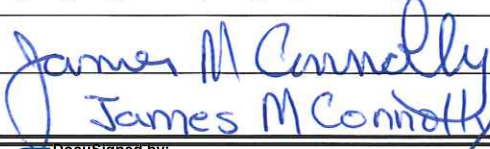

**3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.**

The cost proposed by Forest Research is within the norm for appraisals of this type based on the Department's experience.

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

The Department will continue to look for additional appraisers who are qualified and willing to provide UASFLA standard appraisals.

## PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	James M Connolly	<b>Date:</b>	1/28/2021
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> 		
<b>Printed Name:</b>	<small>1DFA565D481F42E...</small> Debbie Jacques	<b>Date:</b>	2/5/2021