

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:	DAFS/BGS/Central Fleet Management			
Department Contract Administrator or Grant Coordinator:	Mark Bailey, Director			
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 39,230.38	Advantage CT / RQS #:		
CONTRACT	Proposed Start Date:	2/8/2022	Proposed End Date:	3/8/2022
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:	Quirk Ford, Augusta, Maine			
Brief Description of Goods/Services/Grant:	1 – 2021 Ford Police Interceptor Utility			

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
X	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.
<p>The Department of Public Safety, Capitol Police have an immediate need for a Police vehicle to maintain public safety in and around the capital area. There are no current contract or MA in place for the purchase of this type of vehicle. State Police does have a bid in process due to open on 2/15/2022. The subsequent award, order and delivery time would not meet the immediate need of the agency.</p>

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PART III: SUPPLEMENTAL INFORMATION

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

Quirk Ford, our local Ford dealer had an available unit on their sales lot. Capitol Police staff were able to inspect and evaluate the vehicle and verify it does meet their need. Quirk Ford has been a long time State of Maine vendor for vehicles, including law enforcement vehicles. They have had many contracts and master agreements for State vehicles.

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

Previous award for a similar unit was \$38,134 per unit. The quoted price for this unit is \$39,230.38. The unit being purchased has several additional options which were not included in the previous purchase accounting for much of the price difference. We will be purchasing this vehicle using funds available from our approved certificate of participation. (COP).

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

As always, we competitively bid for all vehicles. Due to COVID-19 and supply chain issues, we have had to seek out vehicles of all types to purchase from various non-traditional sources. Once State Police has a contract or master agreement completed, we will purchase police vehicles from that award.

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>		
	<i>Jaime Schorr</i>		
Printed Name:	Jaime Schorr	Date:	Feb 11, 2022
Signature of DAFS Procurement Official:	DocuSigned by: <i>William J.E. Allen</i>		
Printed Name:	2D5B6E39F57E44A... William J.E. Allen	Date:	2/11/2022

NOI 0220220141 02/14/2022 - 02/20/2022





Procurement Justification Form (PJF)_Capitol Police Interceptor

Final Audit Report

2022-02-11

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