

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:		DACF/BPL/Boating		
Department Contract Administrator or Grant Coordinator:		Thomas Linscott		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 9,936	Advantage CT / RQS #:	20200226*02371	
CONTRACT	Proposed Start Date:	March 16, 2020	Proposed End Date:	June 30, 2020
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:		Timothy Dinsmore, Midcoast Archaeology, Walpole, Maine		
Brief Description of Goods/Services/Grant:		Conduct a Phase I investigation		

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	X	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 Maine State Historic Preservation Office is requiring that a Phase I investigation occur prior to allowing work on the existing Pemaquid Boat Ramp. Renovations to the boat ramp are needed to provide ADA access at this facility.

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PART III: SUPPLEMENTAL INFORMATION

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

The State Historic Preservation Office provided a list of acceptable professionals that can complete the work. We spoke to Neill DePaoli, Park Manager at Colonial Pemaquid State Historic Site. He suggested Tim Dinsmore since he has completed work at the site previously. Of the five archeologists approved to conduct Phase I investigations, two are located out of state. Tim is closest in-state professional and he has working knowledge of the project. His location and previous work experience will help to keep prices low for this project.

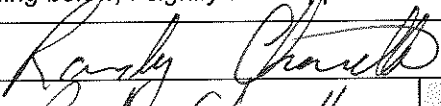
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The costs quoted in the proposal are in-line with similar projects that have been conducted around the state. Choosing Tim, who is an approved local person, who is familiar with the site and has completed work on the site previously will prove to be a cost savings.

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

If the need for archaeological work occurs in the future, the department will investigate the availability of knowledgeable professionals with qualifications to work on that site.

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:	<i>Randy Charette</i>	Date:	<i>3/20/2020</i>
Signature of DAFS Procurement Official:	<i>Debbie Jacques</i>		
	<small>1DFA565D481F42E...</small>	Date:	3/20/2020
Printed Name:	Debbie Jacques		