

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:		IF&W – Bureau of Warden Service			
Department Contract Administrator or Grant Coordinator:		Denise M. Brann			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	\$ 9,500.00	Advantage CT / RQS #:	CT-0A-20220131-1781		
CONTRACT	Proposed Start Date:	3/1/2022	Proposed End Date:	2/28/2023	
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:		Eastern Maine Medical Center			
Brief Description of Goods/Services/Grant:		Medical evaluations for game warden candidates			

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:

- Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.**

The Maine Warden Service is required to satisfy the requirement of medical evaluation on game warden candidates prior to them entering the mandated basic law enforcement training at the Maine Criminal Justice Academy.

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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 is a mandatory hiring requirement for all state law enforcement officers. John Raymond of Northeast Cardiology specializes in law enforcement medical evaluations and has provided this service to the Maine Warden Service since the MCJA requirement was established and continues to provide professional services to the Department while meeting the Department's hiring time line.

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

Standard fee of \$500 per evaluation

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

We are open to using any practice that specializes in law enforcement employment for medical evaluations, and have experience in doing so within the timeframes needed by this agency.

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>Timothy Reardon</i> Timothy Reardon	Date:	<i>2/1/2022</i>
Signature of DAFS Procurement Official:	DocuSigned by: <i>Debbie Jacques</i>		
Printed Name:	1DFA565D481F42E... Debbie Jacques	Date:	3/2/2022