

**PROCUREMENT JUSTIFICATION FORM (PJF)**

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 intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Public Safety-Maine State Police K9 Unit	
Department Contract Administrator or Grant Coordinator:		Lt. David Tripp Amy Gower	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 12,500.00	Advantage CT / RQS #:	RQS-16A-20220221*1007
CONTRACT	Proposed Start Date:	2/14/2023	Proposed End Date: 2/14/2023
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:		High Drive K9 Inc. 1710 Cannon Bottom Rd Belton, SC. 29627	
Brief Description of Goods/Services/Grant:		Law Enforcement K9'S	

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

Please respond to ALL of the questions in the following sections.

PART III: SUPPLEMENTAL INFORMATION

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 Police K9 Unit has an immediate need for 1 K9 to serve as a dual purpose K9 for patrol and narcotics. The Maine State Police K9 Unit is seeking to add/replace K9 based upon the calls for services in certain geographic areas.

Maine State Police K9 Unit provides services to the State of Maine per our mission statement, "As representatives of the State of Maine, our mission is to keep our state a safe place to live and visit. We will maintain order, protect life and property, and reduce fear of crime by providing diverse high-quality law enforcement services. We will foster partnerships with all those we serve by practicing *Integrity, Fairness, Compassion, and Excellence.*" Part of how we meet this mission statement is to train K9s to assist our officers in carrying out their duties. At times it is necessary to replace retired and out of commission K9's that can no longer meet our mission goals. The K9 teams are a valuable resource for the Maine State Police that provide special resources for a wide variety of agencies and citizens where they patrol.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

This is a commodity that is specific to breeders and suppliers of specialty K9's. There are no government entities that offer this commodity.

High Drive K9 Inc is a vendor known for providing quality K9's that are suited for the testing and work required by the Maine State Police. This company also has a history of maintaining contractual agreements throughout the purchasing process.

Historically, the Maine State Police has purchased K9's from this company and have been very satisfied with the training and service outcomes of these dogs. Additionally, we have tried other vendors in the recent past, but have not seen the same quality in the provided commodity.

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

The costs associated with the purchase of the K9s are fair based on the market value of this commodity. Through past purchase experiences, the Maine State police have seen that vendor with lesser quality K9s average in the same price range. In other words, there is an established price range for this commodity across the industry.

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

The purchase is not vendor specific but, instead, contingent on the dogs that the vendor has for sale. We are not locked into any one vendor, but all vendors must agree to the following requirements:

1. Must have all immunization and vaccination records on file for the K9 that meet the residing's state laws.
2. Must be located within the New England (NE) states or willing to bring the K9 to Maine for viewing at their cost.
3. Must have a return policy allowing the K9 to be returned to the vendor were purchased for a replacement K9 within negotiated trial period. The replacement K9 must then meet all requirements

outlined by the buyer in order to become a "qualified replacement." (Vendors outside of the NE states will pay all expenses incurred to have the K9 returned if necessary.)

4. Must be able to demonstrate the K9's attributes upon viewing if requested.

PART III: SUPPLEMENTAL INFORMATION

The Maine State Police reserves the right to refrain from purchasing any K9 for any reason he/she feels the K9 would not be a reasonable candidate for the Maine State Police K9 Unit.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)


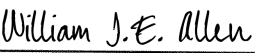
Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
	Michael Sauschuck (Feb 21, 2023 10:07 EST)		
Typed Name:	Michael J. Sauschuck	Date:	Feb 21, 2023
Signature of DAFS Procurement Official:	DocuSigned by: 		
	2D5B6E39F57E44A...		
Typed Name:	William J.E. Allen	Date:	3/1/2023

NOI 0320230202 03/01/2023 - 03/07/2023






Procurement Justification Form (PJF)Hi Drive K9

Final Audit Report

2023-02-21

Created:	2023-02-21
By:	Amy Gower (amy.gower@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIU6PBzkDZNmGwE3IM-vclc8P2AIAqRy

"Procurement Justification Form (PJF)Hi Drive K9" History

-  Document created by Amy Gower (amy.gower@maine.gov)
2023-02-21 - 2:08:06 PM GMT- IP address: 198.182.163.115
-  Document emailed to Michael Sauschuck (michael.sauschuck@maine.gov) for signature
2023-02-21 - 2:08:21 PM GMT
-  Email viewed by Michael Sauschuck (michael.sauschuck@maine.gov)
2023-02-21 - 3:07:17 PM GMT- IP address: 104.47.64.254
-  Document e-signed by Michael Sauschuck (michael.sauschuck@maine.gov)
Signature Date: 2023-02-21 - 3:07:35 PM GMT - Time Source: server- IP address: 198.182.163.109
-  Agreement completed.
2023-02-21 - 3:07:35 PM GMT