



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:	Department of Public Safety, Maine State Police		
Department Contract Administrator or Grant Coordinator:	Lt. Bruce Scott		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$116,372	Advantage CT / RQS #:	
CONTRACT	Proposed Start Date:	2/25/24	Proposed End Date:
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:	Darling's Bangor, ME		
Brief Description of Goods/Services/Grant:	(3) 2024 Ford Edges		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input checked="" type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input 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.	<p>These 3 vehicles will be used to replace current vehicles issued to the Motor Vehicle Inspection Unit Inspectors that have high miles on their currently issued vehicles. These are civilian positions, so there is no need to purchase them more expensive pursuit rated Ford Explorers.</p>
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	<p>The State Police solicited bids from their current contracted vendor, McGovern's, who is not able to fill the order. We thought sought bids from several other known and reliable dealerships.</p>
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	<p>Darlings has 3 Ford Edges on their lot that we can take immediate delivery of. I made contact with Rowe Ford, McGovern's and Quirk Ford to request quotes. McGovern's and Quirk advised that they don't have any of these vehicles on the lot and don't expect to receive any in the near future. Darling's quote for the three vehicles came in lower than Rowe Ford that only had one vehicle on the lot. These vehicles will be purchased using existing COPS loan funding.</p>
4. Describe the plan for future competition for the goods or services.	<p>The State Police will continue to orders vehicles off from current mater agreements if those vendors are able to meet our needs. We will work to create a new master agreement for these type of vehicle.</p>

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).	
<input type="checkbox"/> 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):	<i>Derek A. Gorneau</i>		
Typed Name:	Derek Gorneau	Date:	02/25/24
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>William J.E. Allen</i>		
Typed Name:	william J.E. Allen	Date:	3/7/2024




MSP Darlings PJJ

Final Audit Report

2024-02-28

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