

## 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:		Dept of Public Safety- Maine State Police - CVEU	
Department Contract Administrator or Grant Coordinator:		Lt Aaron Hayden Jaye Parker	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 22,676.28	Advantage CT / RQS #:	RQS-16A-20200313*1051
CONTRACT	Proposed Start Date:	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:		O'Connor Motors Augusta ME	
Brief Description of Goods/Services/Grant:		Cables, wiring harnesses and software for CVEU crash inspection equipment.	

### 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
<b>x</b>	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.

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### PART III: SUPPLEMENTAL INFORMATION

The Commercial Vehicle Unit has recently purchased a Forensic Link Adapter (FLA) which is a universal devise for downloading digital data from Commercial vehicles that will provide data for causation of accidents. Since there are many makes and models of Commercial vehicles operating on our roads and highways, in order to use this devise to gather information from these multiple makes and models, numerous specific cables, wiring harness' and software packages are needed.

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

Due to the complexity of this project we worked with the largest local garage that works on commercial vehicles to ensure that we had expert advice and capable mechanics that were familiar with the inner works of these target vehicles. This was necessary to ensure that we had all the necessary components and they were installed correctly so we are equipped to use this new equipment to its fullest potential. We worked with them to develop the list of cables, harnesses, and software necessary. They then bid out the items and the installation costs.

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

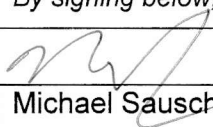
We did a price comparison of about 25% of the items between the vendor and the internet. Most of the time the costs on the internet exceeded the quoted costs. Those that came in lower did not include the shipping charges which then pushed the overall cost higher than the vendor's quote.

This project is an approved McSap grant expenditure and will be billed to the grant.

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

This is a one-time purchase.

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	Michael Sauschuck	<b>Date:</b>	3-16-2020
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> <i>Laurie Andre</i>		
<b>Printed Name:</b>	<small>A4D4AF6018C54EC...</small> Laurie Andre	<b>Date:</b>	4/3/2020

NOI 0420200279 04/07/2020 - 04/13/2020