

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:		DECD	
Department Contract Administrator or Grant Coordinator:		Sharon Thomas	
(If applicable) Department Reference #:		19A	
Amount: (Contract/Amendment/Grant)	\$20,000.00	Advantage CT / RQS #:	CT 19A 20210331000000002613
CONTRACT	Proposed Start Date:	4/5/21	Proposed End Date: 7/30/21
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:		Stone & Associates 22 Free St. Ste 202 Portland, ME 04101	
Brief Description of Goods/Services/Grant:		Loring business development, asset review and sustainability planning.	

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:

- 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

Title 5, Section 13080 establishes Loring Development Authority of Maine as a body corporate and politic and a public instrumentality of the State to take title, acquire and manage the properties within the geographic boundaries of Loring Air Force Base in the name of the State. 2020 has created challenges for business attraction and recruitment and new business and revenues continue to decline. The existing Executive Director has retired, and a new board has been appointed. Timing is critical to review current assets and develop a sustainability plan to attract new business and revenues.

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

The vendor has extensive knowledge of the defense and manufacturing supply chain businesses in Maine and a history of working with BRAC communities over the past several decades. Additionally, the vendor has intricate knowledge of Loring and its capacity through various business attraction efforts. The vendor also has unique expertise in strategic planning which will strengthen the department's efforts in creating a sustainability plan for the former Loring Airforce Base.

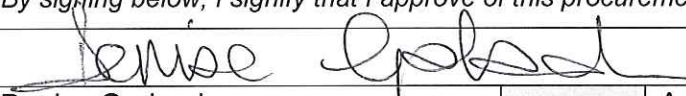
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The negotiated costs include facilitation of 3-5 meetings and the identification of potential investment opportunities and business development efforts. Costs are consistent with programming performed by the Provider for the Defense Industry Maine Strategic Plan which concluded in June 2019.

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

This is one-time funding.

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:	Denise Garland	Date:	April 1, 2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Debbie Jacques</i>		
	<small>1DFA666D481F42E...</small>		
Printed Name:	Debbie Jacques	Date:	4/1/2021