

## 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:		Corrections – Mountain View Correctional Facility			
Department Contract Administrator or Grant Coordinator:		Gerald Merrill			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)		\$ 17,000		Advantage CT / RQS #:	
CONTRACT	Proposed Start Date:	4/20/21		Proposed End Date:	5/30/21
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:		Benice Rhoades Po Box 490 Corinth, Maine 04427			
Brief Description of Goods/Services/Grant:		A used 1970 440-A John Deere skidder with tire chains, choker chains, refurbished engine, spare parts, and spare tire.			

### 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**

Our Wood Harvesting program is expanding to include a larger pool of clients for the Certified Professional Logger certificates. Logging program supplies the facility with the firewood to heat our steam plant as well as cutting Inland and Fisheries wildlife areas to support wild game and birds within the Bub Levitt Wildlife area. Program needs an additional skidder so two crews can operate at the same time. The spare parts included with this purchase also fit our current skidder and can be used to augment the upkeep and maintenance of the existing.

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

The vendor has a used skidder available that meets our needs. They also have many expensive repair parts to include with the sale. These parts can be used on our existing skidder as well as the purchased one. We have not found a like unit with spare parts in the area that would fit our needs and budget.

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

We have searched the area for like equipment for sale. Most are newer and much more expensive. This appears to be the best option for our situation. There are no other like units, (year, make and model) in the immediate area. The parts available if purchased on the open market would be in excess of \$5,000. There is a like unit in Wisconsin we found listed for \$17,500 without the spare parts.

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


Future needs will likely require newer models of skidder and request for bids from logging dealers would be required.

**PART IV: APPROVALS**

**Signature of requesting**

*By signing below, I signify that I approve of this procurement request.*

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<b>Department's Commissioner (or designee):</b>			
<b>Printed Name:</b>	<i>RANDALL A. LIBBEY</i>	<b>Date:</b>	<i>04/22/21</i>
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> <i>William J.E. Allen</i>		
<b>Printed Name:</b>	<small>2D5B6E39F57E44A...</small> William J.E. Allen	<b>Date:</b>	4/22/2021

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