

# 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:		MDIFW/Bureau of Resource Management/Wildlife		
Department Contract Administrator or Grant Coordinator:		Bethany Atkins		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 10,000	Advantage CT / RQS #:	2020 0415 00000000 2872	
CONTRACT	Proposed Start Date:	3/4/2020	Proposed End Date:	12/31/2020
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:		KCI Charities, Inc. Bangor, ME		
Brief Description of Goods/Services/Grant:		Acquisition of 3.2 acres in Bangor (portion of Map 6, Lot 75). Parcel is an outlot within the Mendall Marsh Wildlife Management Area.		

## 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

MDIFW will purchase a 3.2 acre parcel of land, as identified in Part 1, from the KCI Charities, Inc. The property is surrounded by state ownership managed as the Mendall Marsh Wildlife Management Area. The property will provide additional buffer to the marsh and its significant wildlife habitat, include habitat for wading birds and waterfowl and will limit potential conflicts from private landowners accessing across public lands.

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

The land identified under this contract has been evaluated by the Department for its uniqueness and ability to meet public access and wildlife management priorities. It is owned by a single private landowner.

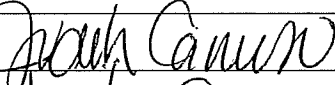
**3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.**

Because the value of the property is less than \$20,000, an appraisal report was not necessary. A purchase price of \$10,000 is appropriate given the tax valuation of the parcel is \$8,780. Tax assessments are often less than fair market value.

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

NA. This contract is specific to acquisition of a specific piece of property located to address a specific issue.

## 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>	John Camuso	<b>Date:</b>	3/18/20
<b>Signature of DAFS Procurement Official:</b>	<i>Kathy Paquette</i>		
<b>Printed Name:</b>	Kathy Paquette	<b>Date:</b>	5/6/2020