

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:		DACF/Bureau of Parks & Lands		
Department Contract Administrator or Grant Coordinator:		Janet Johnson		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$27,176.69	Advantage CT / RQS #:	RQS 01A 20200511*1230	
CONTRACT	Proposed Start Date:	4/1/2020	Proposed End Date:	6/30/2020
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:		The Sprague Corporation Cape Elizabeth, ME		
Brief Description of Goods/Services/Grant:		Quarterly Lease Payment for Crescent Beach State Park		

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
X	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.
The Bureau of Parks & Lands has a current lease agreement with the Sprague Corporation to operate Crescent Beach State Park. The lease has been extended from April 10, 2010 to April 24, 2023. The fee for the year April 24, 2019 through April 24, 2020 shall be \$108,678.76 payable on a quarterly basis.

State of Maine Procurement Justification Form

PART III: SUPPLEMENTAL INFORMATION

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

No other entity can provide this service, since this lease is with the organization that currently owns the land at Crescent Beach State Park.

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

The lease shall be paid in equal quarterly installments. The fee for the year April 24, 2019 through April 24, 2020 shall be \$108,678.76 per annum (\$27,176.69 per quarter).

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

There are no plans for future competition, as this is a lease agreement.

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>		
	<small>DocuSigned by:</small>		
	<i>Amanda E. Beal</i>		
Printed Name:	<small>20AF3A2882BB4AA...</small>	Date:	5/18/2020
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>		
	<i>William J.E. Allen</i>		
Printed Name:	<small>2D5B8E39F57E44A...</small> William J.E. Allen	Date:	5/26/2020

NOI 0520200432 05/26/2020 - 06/01/2020