

## State of Maine Procurement Justification Form

This form must accompany ALL contract requests and sole source requisitions submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below.

### PART I: OVERVIEW

Department Office/Division/Program:		DACF/Maine Forest Service/Forest Protection Division	
Department Contract Administrator or Grant Coordinator:		Jennifer Wright	
(If applicable) Department Reference #:			
Estimated Contract or Grant Amount:	\$5,661.26	Advantage CT / RQS #:	RQS 01A 20220428-1261
AMENDMENT	Original Start Date:		New Start Date:
	Original End Date:		New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
ALL OTHER	Proposed Start Date:		Proposed End Date:
Vendor/Provider/Grantee Name, City, State:		RotorCraft Support Inc. 67 D St. Filmore, CA 93015	
Brief Description of Goods/Services/Grant:		Hydraulic Servo Overhaul	

### PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request.

	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
<b>X</b>	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

### PART III: SUPPLEMENTAL QUESTIONS

Please respond to ALL of the following questions.

**1. Provide a more detailed description of the goods, services or grant to supplement the response in Part I.**

The Forest Protection Division Aviation Branch needed to have a hydraulic servo repaired/overhauled. The core exchange for this part is \$2,500.00, which we have already paid. This process is done so that we can get a replacement part immediately. The actual repair cost was an additional \$5,661.26. so the repair has been completed and this is what we now owe to Rotorcraft Support.

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### PART III: SUPPLEMENTAL QUESTIONS

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

We sent an airplane carburetor to a company in Oklahoma for a repair estimate and the unit needs to be overhauled. We sent the hydraulic servo to Rotorcraft Support because it is a 1952 airplane and very few companies work on that type and age of unit. We called all of those we could find that do and this company was the only one with the parts needed for repairs. If it was a minor repair, we would have just put it on a credit card, but the overhaul cost is \$5,661.26. The airplane can't fly until they repair the unit and get it back to us.

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

This was not a negotiated cost since the initial part cost less than the \$5,000.00 requirement needed to go out to bid.

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

When we know the cost of a repair and it is over \$5,000, we use one of our master agreements with GSA or Summit Helicopters. If they don't have the part, we go out to bid or use a sole source provider in emergency situations.

### 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>		
	<small>DocuSigned by:</small> <i>Randy Charette</i>		
<b>Printed Name:</b>	8F3DD450C23241F... Randy Charette	<b>Date:</b>	5/2/2022
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> <i>William J.E. Allen</i>		
	<small>2D5B6E39F57E44A...</small> william J.E. Allen		
<b>Printed Name:</b>	william J.E. Allen	<b>Date:</b>	5/5/2022

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