



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
**DIVISION OF PROCUREMENT SERVICES**  
 STATE OF MAINE

## PROCUREMENT JUSTIFICATION FORM (PJF)

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 intranet site (Forms page) for additional instructions.*

PART I: OVERVIEW			
Department Office/Division/Program:		Department of Agriculture, Conservation, and Forestry	
Department Contract Administrator or Grant Coordinator:		Jennifer Wright	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 125,013.78	Advantage CT / RQS #:	RQS 01A 20240510-1606
CONTRACT	Proposed Start Date:	<b>4/30/2024</b>	Proposed End Date: 9/30/2024
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:		Wipaire 1700 Henry Ave – Fleming Field (KSGS) South St. Paul, MN 55075	
Brief Description of Goods/Services/Grant:		Purchase of 3450 amphibious floats for a Maine Forest Service Cessna 206 airplane.	

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input checked="" type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input type="checkbox"/>	J. Willing and Qualified
<input type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	L. Other Authorization

Please respond to ALL of the questions in the following sections.

### PART III: SUPPLEMENTAL INFORMATION

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

In 2023, the Maine Forest Service purchased a Cessna 206 airplane to fight fire, enforce natural resource laws, and assist other agencies with search and rescue services. The approved plan funded by LD 221 Chapter 398 to update the aviation fleet included amphibious floats on one of the divisions aircraft.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

Two companies manufacture amphibious floats for the Cessna 206 aircraft, and ordering a new set from either company would take about ten months for their manufacture and delivery – missing the 2024 fire season. One of those two companies has a set of appropriate amphibious floats that have already been manufactured. These floats were originally sold to a company that went bankrupt, but they were never delivered. The bankruptcy court has cleared Wipaire to sell the set of 3450 amphibious floats. The cost of this set of floats is \$31,000 less than the cost of a new set, yet they would be delivered with a new paint job and all the modifications of a new set of floats. These floats would be available for delivery as early as May of 2024, and available for this fire season. The airplane that will be receiving these floats has been on Wipaire floats in the past and is currently equipped with the necessary modifications for the installation (\$50,000.00)

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

The cost reduction on these available floats are considerably less than ordering. Normally, the cost of the amphibious floats are similar between both manufacturers. Funding for this purchase will come from the Forest Protection General Fund account 010-01A-Z232-53 since the sale of two Maine Forest Service aircraft was deposited into this carrying account.

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

This purchase of a set of amphibious floats will last for the life of the aircraft, and there is no intention needing another set. However, the Forest Service constantly compares prices and works with different companies to reduce costs.

### PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

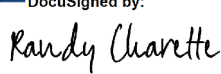
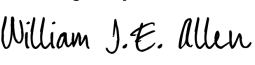
Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.

### PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	DocuSigned by:  <small>8F3DD450C23241F...</small>		
Typed Name:	Randy Charette	Date:	5/10/2024
Signature of DAFS Procurement Official:	DocuSigned by:  <small>2D5B6E39F57E44A...</small>		
Typed Name:	william J.E. Allen	Date:	5/13/2024

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