



## PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.*

PART I: OVERVIEW				
Department Office/Division/Program:		Marine Resources, Bureau of Marine Patrol		
Department Contract Administrator or Grant Coordinator:		Steve Ingram/HQ Finance		
(If applicable) Department Reference #:		N/A		
Amount: (Contract/Amendment/Grant)		\$ 20,000	Advantage CT / RQS #:	13A 20240514000000003215
CONTRACT	Proposed Start Date:		Proposed End Date:	
AMENDMENT	Original Start Date:	6/1/2024	Effective Date:	6/1/2025
	Previous End Date:	12/31/2025	New End Date:	6/1/2026
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Wolverton Aviation 659 Overlock Hill Road, Union, ME 04862		
Brief Description of Goods/Services/Grant:		Flight training for new Marine Patrol Pilot and on-going flight training for Marine Patrol Pilot Supervisor.		

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

**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.

The Maine Marine Patrol has identified the need for a second pilot with its recent purchase of a new \$3.5 million dollar turbine powered amphibious aircraft. The present Marine Patrol Pilot will require on-going recurrency training by an FAA Certified Flight Instructor (CFI/CFII) with extensive experience in turbine powered amphibious aircraft, as well extensive Instrument Flight experience.

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

There are no other Certified Flight Instructors in the state system with the experience that Roger Wolverton has in amphibious turbine powered aircraft. He has extensive time training state pilots in float plane operations, bush like conditions, emergency procedures, and instrument flight as the former Chief Warden Pilot for the Maine Warden Service and Penobscot Island Air. Mr. Wolverton is a former airline transport pilot for American Eagle/American Airlines with extensive time logged flying throughout the continental United States. Mr. Wolverton has provided flight training to the Marine Patrol Pilot over the past 20 years. The Maine Marine Patrol sent Mr. Wolverton to Kodiak amphibious aircraft training at Parkwater Aviation in Spokane, Washington last year in order for him to be qualified to instruct in the bureau's new aircraft. He is also insured on the State of Maine's Aviation Insurance Policy.

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

Roger Wolverton's rates are in line with rates of other Certified Flight Instructors in the state.

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

The Maine Marine Patrol is always on the lookout for experienced Certified Flight Instructors with the ability to conduct amphibious float training in our unique operating environment, but it will be a loss to the state when Mr. Wolverton finally retires. We may need to go outside the State of Maine to find an instructor with the same level of experience as he has.

**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: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).

☒ The requesting department signatory understands and acknowledges Maine's Conflict of Interest statutes.

**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Matthew Talbot, Marine Patrol Colonel	Date:	05/15/25
Signature of DAFS Procurement Official:	<div>DocuSigned by:</div>  <div>891CE7A1493D45B...</div>		
Typed Name:	Martha Verhille	Date:	5/20/2025


# PJF - CT 13A 20240514-3215 Amendment 06.2025

Final Audit Report

2025-05-15

Created:	2025-05-15
By:	Amanda Webb (amanda.webb@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAXdfo_r4KTf2MqGDhrzxfHd1y04e6B2y1

## "PJF - CT 13A 20240514-3215 Amendment 06.2025" History

-  Document created by Amanda Webb (amanda.webb@maine.gov)  
2025-05-15 - 6:41:26 PM GMT
-  Document emailed to Matt Talbot (matt.talbot@maine.gov) for signature  
2025-05-15 - 6:41:29 PM GMT
-  Email viewed by Matt Talbot (matt.talbot@maine.gov)  
2025-05-15 - 6:53:01 PM GMT
-  Document e-signed by Matt Talbot (matt.talbot@maine.gov)  
Signature Date: 2025-05-15 - 6:53:45 PM GMT - Time Source: server
-  Agreement completed.  
2025-05-15 - 6:53:45 PM GMT