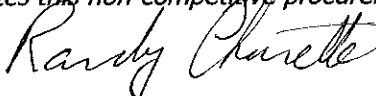


State of Maine Waiver of Competitive Bidding Request Form (Formerly Sole Source Authorization Form)

MFS
PM-17132

Form Instructions: Please provide the requested information in the white boxes below. This form is to precede all contract requests that are not the direct result of a competitive bid process.

Requesting Department's Contract Administrator:	Claire Briggs	Office/Division/Program of Contract Administrator:	ACF/Forest Service/Forest Protection
Est. Contract Amount:	14,250.00	Contract or RQS Number:	01A 201904080*2870
Proposed Start Date:	06/01/2019	Proposed End Date:	10/31/2019
Vendor/Provider Name, City, State	Helicopter Safety Training LLC. 4331 Paluxy Hwy, Granbury, TX 76048		
Short Description of Good or Service:	Annual ground school and flight training/emergency training.		
Please note, for transparency purposes, Waivers of Competitive Bidding will be publicly posted. Public postings are placed on the Division of Purchases' website for a period of seven consecutive calendar days.		To be completed by the Division of Purchases Posting dates on Division of Purchases' website: From: 6/5/2019 To: 6/11/2019	
Notice of Intent to Waive Competitive Bidding Number:		NOI# 0620190838	
1. Statutory Justification			
State of Maine statute (5 M.R.S. §1825-B(2)) allows waivers of competitive bidding only for the specific reasons listed below. Please mark the appropriate box (X) next to the justification which applies to this specific request.			
A.	The procurement of goods or services by the State for county commissioners pursuant to Title 30-A, section 124, involves the expenditure of \$2,500 or less, and the interests of the State would best be served;		
B.	The Director of the Bureau of General Services is authorized by the Governor, or the Governor's designee, to make purchases without competitive bidding because, in the opinion of the Governor or the Governor's designee, an emergency exists that requires the immediate procurement of goods or services;		
X	<i>If citing the above justification for this Waiver of Competitive Bidding request, please have the requesting Department's Commissioner or Chief Executive (as the Governor's "designee") sign and date on the right.</i>	<i>By signing below, I signify as the Governor's designee there is an emergency that necessitates this non-competitive procurement.</i> Signature:  Printed Name: Randy Charette Date: 6/4/19	
C.	After reasonable investigation by the Director of the Bureau of General Services, it appears that any required unit or item of supply, or brand of that unit or item, is procurable by the State from only one source;		
D.	It appears to be in the best interest of the State to negotiate for the procurement of petroleum products;		
E.	The purchase is part of a cooperative project between the State and the University of Maine System, the Maine Community College System, the Maine Maritime Academy, or a private, nonprofit, regionally accredited institution of higher education with a main campus in this State involving: (1) An activity assisting a state agency and enhancing the ability of the university system, community college system, Maine Maritime Academy, or a private, nonprofit, regionally accredited institution of higher education with a main campus in this State to fulfill its mission of teaching, research, and public service; (2) A sharing of project responsibilities and, when appropriate, costs;		
<i>If citing the above justification for this sole source request, please note that the specific approval of the Governor's Office is required, in accordance with Executive Order 26 FY 11/12, "An Order to Enhance Competitive Bidding". The approval must be documented on DAFS/BGS/Division of Purchases "GOVCOOP" form, found here: http://www.maine.gov/purchases/info/forms/govcoop.doc.</i>			
F.	The procurement of goods or services involves expenditures of \$10,000 or less, in which case the Director of the Bureau of General Services may accept oral proposals or bids;		
G.	The procurement of goods or services involves expenditures of \$10,000 or less, and procurement from a single source is the most economical, effective and appropriate means of fulfilling a demonstrated need.		
If a different authorization specifically allows for this non-			

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competitive procurement, please provide that reference here:

Please note that the following four points below (#2 through 5) all require a response.

2. Description of Specific Need

Please identify, and fully describe, the specific problem, requirement, or need the resulting non- competitive contract would address and which makes the goods or services necessary. Explain how the requesting Department determined that the goods or services are critical and/or essential to agency responsibilities or operations.

The Aviation Branch conducts annual "Factory" flight training and a ground school. There are only two companies that provide this training for our type of helicopters and this year, Bell Helicopter has not returned the request for training after multiple attempts for them to do so. This process must continue to get the training completed, so we are using the quote put forth by Helicopter Safety Training LLC.

3. Availability of other Public Resources

Please explain how the requesting Department concluded that sufficient staffing, resources, or expertise is not available within the State of Maine's government, or other governmental entities (local, other state, or federal agencies) external to the requesting Department, which would be able to address the identified need more efficiently and effectively than the identified vendor.

There are no public resources that can provide this type of training, which includes full emergencies including engine failures/autorotations to the ground, hydraulic failures, tail rotor malfunctions, and FADEC (fully automated digital electronic fuel control) malfunctions.

4. Cost

Since a waiver of competitive bidding is being requested for this procurement, please explain how the requesting Department concluded the negotiated costs, fees, or rates are **fair and reasonable**.

This cost is in line with what has been quoted and charged in the past for both companies for flight training and ground school.

5. Future Competition

Please describe potential opportunities which may be available to foster competition for these goods or services in the future.

In the past, we only used Bell Helicopter for this training until Helicopter Safety Training became a business that is owned by a former instructor from Bell Helicopter. When that owner retires in a few years, we may be back to only one source, Bell Helicopter.

Please note that only one of the two points below ("Uniqueness" or "Timeframe") requires a response. Requesting Departments are not required to respond to both points.

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6. Uniqueness

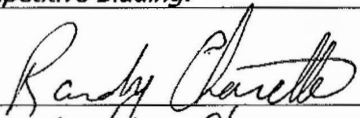
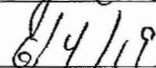
Please explain if the goods or services required are unique to a specific vendor. Describe the unique qualifications, abilities, and/or expertise of the vendor and how those particular unique factors address the specific need identified above. If the vendor has unique equipment, facilities, or proprietary data, also explain the necessity of these particular unique assets.

Aside from Bell Helicopter, which did not offer a quote when asked, Helicopter Safety Training is the only company offering this training to Bell Helicopter users.

7. Timeframe

Please explain if time is of the essence and an emergency exists which requires the immediate procurement of goods or services. Describe the nature of this emergency, provide the date by which the goods or services must be delivered, and explain how that date was determined and its significance (i.e. impact if delayed beyond this date). Also, provide information as to how it was determined this vendor is the best option to address this time-sensitive procurement.

The Aviation Branch conducts annual "Factory" flight training and a ground school. There are only two companies that provide this training for our type of helicopters and this year, Bell Helicopter has not returned the request for training after multiple attempts for them to do so. This process must continue to get the training completed, so we are using the quote put forth by Helicopter Safety Training LLC.

Signature of requesting Department's Commissioner or Chief Executive (or designee within the Commissioner's Office):	<i>By signing below, I signify that my Department requests, and I approve of, this Waiver of Competitive Bidding.</i>
Printed Name:	 Randy Charette
Date:	 8/4/19