

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:	\$9,995.00	Advantage CT / RQS #:	RQS 01A 20200557*1286		
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:	6/1/2020	Proposed End Date:	12/30/2020	
Vendor/Provider/Grantee Name, City, State:		Aero Products 551 North 40 th St. Show Low, Arizona 85901			
Brief Description of Goods/Services/Grant:		Provide a Bell 407 main drive shaft.			

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
	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
X	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.**

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PART III: SUPPLEMENTAL QUESTIONS

The Forest Protection Division needs to replace the main drive shaft for our Bell 407 helicopter due to a 2500 hour aircraft inspection. This requirement wasn't found until the inspection had already started due to a change in Bell Helicopters inspection protocols. This is an emergency because if we must wait to have our drive shaft overhauled, there will be a 90 day wait for the same cost. Aero Products has an already overhauled drive shaft in their inventory.

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

Aero Products has an already overhauled drive shaft in their inventory and can ship it as soon as we get the agreement done.

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

The Aviation Branch check prices from reputable companies around the country that provide aircraft parts. Right now Aero Products has the part that can be shipped the soonest and the cost is in line with what we have found with other companies that don't have the part available.

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

When we have an emergency purchase the Aviation Branch must go with the company that has parts available. We do however check prices to ensure that they are fair.

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>		
	DocuSigned by: <i>Amanda E. Beal</i>		
Printed Name:	20AF3A2882BB4AA...	Date:	5/28/2020
Signature of DAFS Procurement Official:	Amanda E. Beal	DocuSigned by: <i>William J.E. Allen</i>	
Printed Name:	William J.E. Allen	Date:	6/2/2020

NOI 0620200456 06/02/2020 - 06/08/2020

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