

State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

PART I: OVERVIEW

Department Office/Division/Program:		Maine Arts Commission		
Department Contract Administrator or Grant Coordinator:		Darren Henry		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 13,775	Advantage CT / RQS #:	20200331*2720	
CONTRACT	Proposed Start Date:	2/12/2020	Proposed End Date:	6/30/2020
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:		Americans for the Arts, Washington, DC 20090-1251		
Brief Description of Goods/Services/Grant:		Economic Impact Study and Impact		

PART II: JUSTIFICATION FOR VENDOR SELECTION

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

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

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

The Provider assists Americans for the Arts by collecting data from arts and cultural organizations as well as individual arts attendees throughout Maine. The data will enable the Maine Arts Commission to measure in a reliable and affordable manner the economic impact of the State of Maine's nonprofit arts and cultural industry

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PART III: SUPPLEMENTAL INFORMATION

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

The Vendor is unique and is a sole provider for this type of service

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

Funding is allocated by the NEA for this service

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

There are no plans for future competition for this type of goods or services.

PART IV: APPROVALS

**Signature of requesting
Department's Commissioner
(or designee):**

By signing below, I signify that I approve of this procurement request.

Printed Name:

Darren Henry

Date:

6/22/2020

**Signature of DAFS
Procurement Official:**

DocuSigned by:

William J.E. Allen

Printed Name:

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William J.E. Allen

Date:

6/24/2020

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