

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:		DAFS/BGS	
Department Contract Administrator or Grant Coordinator:		Jill Instasi, DAFS Senior Project Manager	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$16,500	Advantage CT / RQS #:	CT 18A 20200623*4071
CONTRACT	Proposed Start Date:	6/26/2020	Proposed End Date: 9/1/2020
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:		Midcoast Wildlife Specialists, Arthur S. Davis III, Nobleboro, ME	
Brief Description of Goods/Services/Grant:		Bat Exclusionary Work at the Williams Pavilion Building	

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 Williams Pavilion has had a recent active bat population present in the building. These services are necessary in order to eliminate the potential for bats accessing the interior spaces in the building which could cause potential health risks to building occupants.

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PART III: SUPPLEMENTAL INFORMATION

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

Midcoast Wildlife Specialists are a unique vendor whose expertise is in dealing with bats. This vendor works very closely with the Maine IF&W department on managing bat populations in the State.

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

The rates are comparable for other professional type services of this nature and based on the fact that the work will consist of a crew working for (5) consecutive days the rate seems reasonable.

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

These services are unique and require a certain level of expertise in the field.

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>		
			
Printed Name:		Date:	
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Kathy Paquette</i>		
Printed Name:	<small>41C2BA36FAF44CD...</small> Kathy Paquette	Date:	6/24/2020