

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 /Bureau of Parks and Lands/ Southern Region Headquarters/ Popham Beach State Park	
Department Contract Administrator or Grant Coordinator:		Matt McGuire	
(If applicable) Department Reference #:			
Estimated Contract or Grant Amount:	\$ 9,000.00	Advantage CT / RQS #:	20210322*2538
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:	June 22, 2021	Proposed End Date: June 21, 2022
Vendor/Provider/Grantee Name, City, State:		Police Department, Town of Phippsburg, Phippsburg, Maine	
Brief Description of Goods/Services/Grant:		Traffic and parking enforcement at Popham Beach State Park, Fort Popham and Fort Baldwin State Historic Sites.	

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
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 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.

The Phippsburg Police department, town of Phippsburg, ME shall provide traffic control services on Route 209 in Phippsburg surrounding Popham Beach State Park, Fort Popham State Historic Site and Fort Baldwin State Historic Site on busy days during high public use times to ensure public safety.

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PART III: SUPPLEMENTAL QUESTIONS

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

Popham Beach State Park is the busiest day use park in the Maine State Park system. In 2020 there were more than 162,000 visitors to this park. Public safety is of the utmost concern at Maine State Parks. The traffic coming into this park on busy days gets backed up on Route 209. It is essential to have traffic control on Route 209 during these busy days. Phippsburg Police is able to hire a seasonal traffic control officer that directs traffic on Route 209.

Popham Beach State Park does not have the staff, nor do the staff have the training or authority, to direct traffic on Route 209. Phippsburg Police Department receives the appropriate training to perform traffic control and direct traffic on public roads. They also have the authority to issue tickets for traffic and parking violations that occur on Route 209 (outside of the state park).

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

The Bureau of Parks and Lands negotiated a price with the town of Phippsburg for this service.

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

This service is best conducted by law enforcement. It is most cost effective to use the local law enforcement for this service to reduce travel time and expenses by the contractor.

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>		
	<small>DocuSigned by:</small> <i>Amanda E. Beal</i>		
Printed Name:	<small>20AF3A2882BB4AA...</small>	Date:	6/3/2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Debbie Jacques</i>		
	<small>1DFA565D481F42E...</small>		
Printed Name:	Debbie Jacques	Date:	6/4/2021