

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, BPL, Off-Road Recreational Vehicle Program	
Department Contract Administrator or Grant Coordinator:		Joe Higgins (207) 287-4959	
(If applicable) Department Reference #:			
Estimated Contract or Grant Amount:	\$ 6,625.00	Advantage CT / RQS #:	RQS 01A-20210610000000001177
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:	01/01/2021	Proposed End Date: 05/31/2021
Vendor/Provider/Grantee Name, City, State:		Dirigo Timberlands, North Anson, Maine	
Brief Description of Goods/Services/Grant:		Snowmobile Program - Trail Construction and Maintenance of Langtown Bridge.	

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.

Goods being paid for by the Snowmobile Program is the concrete decking which is longer lasting than pressure treated lumber in the long run. This is a lot less expensive than the program building a new bridge as it is a cost share with the large landowner.

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PART III: SUPPLEMENTAL QUESTIONS

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

The vendor chosen is certified and approved by the landowner who has given the Snowmobile Program a license to have trails on their lands.

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

The project request was for half of the cost. Whereas this is a multi-use bridge, we felt that 25% was fair and very cost saving for an ITS snowmobile trail.

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

We will continue to work with landowners or shared projects that are beneficial to the Snowmobile Program. The Off-Road Recreational Vehicle office will continue to research the cost and materials when doing any trail project.

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>Aimee Carlton</i>		
Printed Name:	Aimee Carlton <small>554808D3FFE8495...</small>	Date:	6/21/2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>William J.E. Allen</i>		
Printed Name:	william J.E. Allen <small>2D5B6E39F57E44A...</small>	Date:	6/21/2021

Confirming BPO NOI 0620210491 06/22/2021 - 06/28/2021