

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:		Department of Public Safety – Bureau of Highway Safety		
Department Contract Administrator or Grant Coordinator:		Ann Wood		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 14,558.88	Advantage CT / RQS #:	RQS # 20210510*1029	
CONTRACT	Proposed Start Date:	05/10/2021	Proposed End Date:	9/30/2021
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:		QuickSeries Publishing Inc. 5100 NW 33 rd Avenue, Suite 247 Ft. Lauderdale, FL 33309		
Brief Description of Goods/Services/Grant:		Smart Riding Guide to Safer Motorcycling Educational Booklet		

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	x	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.**

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PART III: SUPPLEMENTAL INFORMATION

According to the 2021 Maine Highway Safety Plan, between 2014 and 2018 there were 104 fatal motorcycle crashes involving 128 motorcyclists. In those fatal crashes 106 motorcyclist died, 99 of which were the drivers and 7 were the passengers.

To prevent motorcycle injuries and fatalities, the Maine Bureau of Highway Safety will be providing new resources to first time motorcycle riders. The focus of the Smart Riding Guides is to have a compact resource in the hands of all new motorcycle riders and will act as go-to resource for all areas of motorcycle riding. It will cover how to ride in a group, what to do when riding on dangerous surfaces, personal protection, defensive riding skills, bike maintenance carrying passenger/cargo, registration and insuring your motorcycle.

The guides will be distributed to motorcycle riding courses across the state to be given to students upon completion of training course. The reach should be to 3,000 students with the remaining guides to be distributed at public events.

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

Quick Series Publishing Inc. has developed an expertise in the art of publishing quick reference materials. They have produced numerous publications and outreach products for various branches of Government. The Smart Riding Guide have been already created for at least five other states, and the information in it will be updated and modified for Maine. As most of the work is already completed this will help keep cost down.

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

The negotiated cost is fair and reasonable the quote was a negotiated rate.

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

If these resource guides become obsolete, then the State would issue an RFP to replace existing resource guides.

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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>		
	<i>Michael Sauschuck</i>		
Printed Name:	Michael J. Sauschuck	Date:	6/24/2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Debbie Jacques</i>		
Printed Name:	<small>-1DFA565D481F42E...</small> Debbie Jacques	Date:	6/28/2021






PJF MOTORCYCLES final

Final Audit Report

2021-06-24

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