

## 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:                     |                      | DACF/Maine Forest Service/Forest Protection Division         |                    |
| Department Contract Administrator or Grant Coordinator: |                      | Cheri Bellavnace   |                    |
| (If applicable) Department Reference #:                 |                      |  |                    |
| Amount:<br>(Contract/Amendment/Grant)                   | \$ 22,677.11         | Advantage CT / RQS #:  | RQS 20200707*0017  |
| CONTRACT  | Proposed Start Date: |  | Proposed End Date: |
| 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:              |                      | NFFPC  |                    |
| Brief Description of Goods/Services/Grant:              |                      | Mobilization costs for Federal Wildland Fire support in 2019 |                    |

### 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 |
| <b>X</b> | 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

There is a master agreement between the US Forest Service and the State of Maine for incident mobilization. When mobilization occurs, the State will bill all applicable cost to the respective federal agency. The requested RQS is for the Northeast Forest Fire Compact Protection Commission mobilization cost for Federal Wildland Fire support in 2019 per the agreement referencing NFFPC support invoicing.

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

There is no other entity that can provide this support

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

The cost are the actual cost associated with the mobilization for wildland fire support.

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

There are no such plans for future competition as there are no other collaborations that provide such service.

### PART IV: APPROVALS

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

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

DocuSigned by:

*Amanda E. Beal*

**Printed Name:**

Amanda E. Beal

**Date:**

7/10/2020

**Signature of DAFS  
Procurement Official:**

DocuSigned by:

*Justin Franzose*

**Printed Name:**

Justin Franzose

**Date:**

7/13/2020