

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:		MDIFW/Bureau of Resource Management/Wildlife		
Department Contract Administrator or Grant Coordinator:		Bethany Atkins		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 15,000 (contract)	Advantage CT / RQS #:	202008030000000000351	
CONTRACT	Proposed Start Date:	7/27/2020	Proposed End Date:	12/31/2020
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:		Forest Research & Valuation 20 Godfrey Dr. Orono, ME 04473		
Brief Description of Goods/Services/Grant:		Appraisals for five parcels (four owners) around Sandy Cove in Harrington, ME: Harrington Tax Map 7, Lots 11, 12, 13, 13-1, and 14.		

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.

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PART III: SUPPLEMENTAL INFORMATION

Forest Research & Valuation will provide five appraisals for grant proposal and acquisition purposes.

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

The vendor has recently completed two appraisals in the immediate area already and is therefore familiar with the local real estate market.

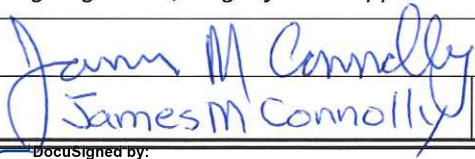
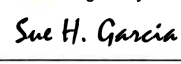
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The negotiated cost is lower than what would be expected from other vendors or from the same vendor, had he had to do each appraisal at different times. Doing all the appraisals together at the same time in the same market allows for the Department to capture the savings in research and data gathering in the form of a discounted price. Because of this vendor's previous research here, the cost for individual appraisal is only \$3,000. Other vendors have typically quoted \$3,500 to \$4,200 per appraisal in the same region of the state.

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

NA. This contract is specific to the properties in this location and to the circumstances of the grant application of which the appraisals will be a part.

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:	James M Connolly	Date:	7/30/2020
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>E5DB92AC0F8D490...</small> Sue H. Garcia	Date:	8/11/2020