

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:		DAFS, BGS, Central Fleet Management	
Department Contract Administrator or Grant Coordinator:		Mark Bailey, Director	
(If applicable) Department Reference #:			
\$225,588		Advantage CT / RQS #:	
CONTRACT	Proposed Start Date:	8/24/2022	Proposed End Date: 9/2/2022
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:		Quirk Ford	
Brief Description of Goods/Services/Grant:		6 – Ford F150 Lightning BEV	

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

<input checked="" type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input type="checkbox"/>	J. Willing and Qualified
<input checked="" type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	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.

Central Fleet Management has an immediate need to procure 6 Ford F150 Lightning Pro BEV trucks. One agency has agreed to take two of the units and we are confident we can find assignments for the additional 4 units as agencies move towards electric vehicles for use in appropriate cases. We are only ordering six due to limited funding and the knowledge that newer models with longer range are due to be produced in the near future. There is a cutoff to place the order by Friday 9/2/2022.

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PART III: SUPPLEMENTAL INFORMATION

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

We submitted a request to 2 vendors for quotes on the Ford F150 Lightning Pro BEV. Quirk Ford and Darling's Ford quoted the same units with Quirk being the low bid. In recent history these are the only two Ford dealers who provide pricing on Ford products.

I would like to award the item to Quirk Ford.

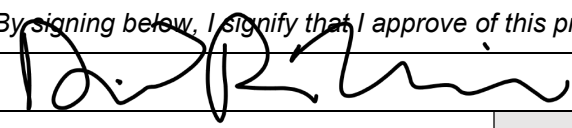
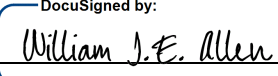
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

Quirk's price of \$45,098 is approximately \$6,000 below MSRP. Most purchases below MSRP at this time are deemed to be reasonable and fair. Darling's bid was \$45,553 for the same unit. Central Fleet Management has financing available to purchase the vehicles immediately upon approval. Efficiency Maine Trust will be providing a rebate to the dealer in the amount of \$7,500 per unit leaving us with a net cost of \$37,598.

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

When specifications and pricing are available and supply chain issues improve, we plan to competitively bid for these type vehicles.

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:	David Morris	Date:	8-24-22
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>2D5B6E39F57E44A...</small> William J.E. Allen	Date:	8/25/2022

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