



PROCUREMENT JUSTIFICATION FORM (PJF)

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 intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:	Inland Fisheries & Wildlife, Warden Service		
Department Contract Administrator or Grant Coordinator:	Deputy Commissioner, Timothy Peabody		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ \$15,515.00	Advantage CT / RQS #:	20230807*220
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: 5/10/2023
	Project End Date:	Click or tap to enter a date.	Grant End Date: 8/31/2023
Vendor/Provider/Grantee Name, City, State:		Lincoln PowerSports, Bill Noonan, 265 West Broadway, Lincoln, Maine 04457	
Brief Description of Goods/Services/Grant:		2023 Expedition LE 900 Ace	

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input checked="" 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

Please respond to ALL of the questions in the following sections.

PART III: SUPPLEMENTAL INFORMATION

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

2023 Ski-Doo Expedition LE 900 Ace snowmobile. This snowmobile is a wide track, long track used in deep snow conditions. In the Northwestern part of Maine, the snow is deep and this type of snowmobile is required in searches and in many other areas.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

Due to supply chain issues, the availability of this particular snowmobile has been limited and it is very hard to locate the LE 900. Warden Service Staff were given a deadline by the USDHS to spend the grant money by the end of August 2023. In order to meet this deadline, staff called nationwide in an attempt to locate a snowmobile which met the LE 900 Ace specifications. A snowmobile was located in Nevada and one in Colorado. Warden Service staff contacted the local dealer (Lincoln Power Sports) who traditionally secure the bids on these snowmobiles and inquired about having one shipped from the western states. After learning of the snowmobiles we located out west, the dealer was able to provide us with one of the sleds they had on hand which was "spoken for."

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

The funds were allocated by Department of Homeland Security to assist the federal government with winter patrolling in the remote areas of the Canadian Border. The grant ends on August 31, 2023. This particular snowmobile has a wide track and a longer track than most snowmobiles. It is used in the back country on the border between Maine and Quebec where it is mountainous and gets a lot of snow. The price of the snowmobile was checked with previous prices with various dealer in the State of Maine. The particular vendor routinely bids on snowmobiles for warden service through this same USDHS program and is regularly awarded the bid. The price was comparable to the cost of this snowmobile plus shipping.

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

As we have regularly done numerous times in the past. Future purchases will be competitively bid through Procurement Services.

This year there were just so limited numbers of this particular model, we needed to secure one before the grant funding expired and before the winter snowmobile season. The dealer we typically deal with offered to work with us and the dealers out west in order to secure the specific snowmobile.

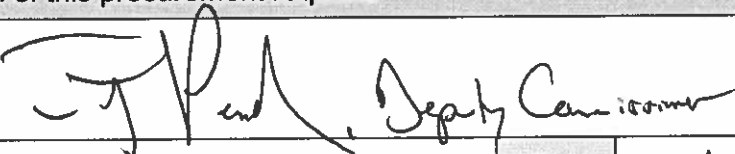
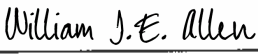
PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.			
Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Timothy Peabody, Deputy Commissioner	Date:	8/18/2023
Signature of DAFS Procurement Official:	DocuSigned by: 		
Typed Name:	2D5B6E39F57E44A... William J.E. Allen	Date:	8/21/2023

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