

**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:		Marine Resources/Bureau of Marine Patrol	
Department Contract Administrator or Grant Coordinator:		Steve Ingram/HQ-Finance.DMR@maine.gov	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$ 15,000.00	Advantage <u>CT</u> / RQS #:	13A 2024051400000003215
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	<b>6/1/2024</b>	Effective Date:
	Previous End Date:	<b>6/1/2025</b>	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Wolverton Aviation- Union, ME 04862	
Brief Description of Goods/Services/Grant:		Additional training for ongoing Instrument Flight Rules, Certified Flight Instructor Training, continued Turbine Transition, Flight Reviews, Emergency Procedures, Flight into Canadian Airspace, Flight into the Atlantic Defense Identification Zone, night flights and additional training needs for the new Kodiak turboprop amphibious aircraft.	

**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 checked="" 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 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.


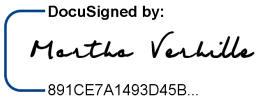
<b>PART III: SUPPLEMENTAL INFORMATION</b>	
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.	The Maine Marine Patrol has purchased a new \$3.5 million dollar turbine powered amphibious aircraft. The present Marine Patrol Pilot will require transition training to this aircraft as well as ongoing recurrency training by an FAA Certified Flight Instructor (CFI/CFII) with extensive experience in turbine powered amphibious aircraft. The aircraft will also need to be ferried on a cross-country flight from Washington State to Maine.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	There are no other Certified Flight Instructors in the state system with the experience that Roger Wolverton has in amphibious turbine powered aircraft. He has extensive time training state pilots in float plane operations, bush like conditions, emergency procedures, and instrument flight as the former Chief Warden Pilot for the Maine Warden Service and Penobscot Island Air. Mr. Wolverton is a former airline transport pilot for American Eagle/American Airlines with extensive time logged flying throughout the continental United States. Mr. Wolverton has provided flight training to the Marine Patrol Pilot over the past 20 years. He is also insured on the State of Maine's Aviation Insurance Policy.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	Roger Wolverton's rates are in line with rates of other Certified Flight Instructors in the state.
4. Describe the plan for future competition for the goods or services.	The Maine Marine Patrol is always on the lookout for experienced Certified Flight Instructors with the ability to conduct amphibious float training in our unique operating environment, but it will be a loss to the state when Mr. Wolverton finally retires. We may need to go outside the State of Maine to find an instructor with the same level of experience as he has.

<b>PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS &amp; RECOVERY PLAN (MJRP)</b>	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).	
<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	

<b>PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE</b>	
Does the requesting Department signatory understand and acknowledge Maine's COI Statute?	
<input checked="" type="checkbox"/> Yes, the requesting Department understands and acknowledges <a href="#">MRS Title 5, §18-A, 2.</a>	

**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Matthew Talbot, Marine Patrol Colonel	Date:	8/6/2024
Signature of DAFS Procurement Official:			
Typed Name:	Martha Verhille	Date:	8/7/2024





# PJF- CT 13A 20240514-3215 Amendment

Final Audit Report

2024-08-06

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## "PJF- CT 13A 20240514-3215 Amendment" History

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