

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:		Agriculture, Conservation and Forestry		
Department Contract Administrator or Grant Coordinator:		Henry Jennings		
(If applicable) Department Reference #:		N/A		
Amount: (Contract/Amendment/Grant)	\$ 8,000.00	Advantage CT / RQS #:	CT 01A 20200903*0821	
CONTRACT	Proposed Start Date:	9/23/2020	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:		Thoroughbred Racing Protective Bureau, Fair Hill, MD		
Brief Description of Goods/Services/Grant:		Applicant Suitability Background Examination		

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
XX	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:

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

The purpose of this Contract is to conduct a limited scope background examination [investigation] of the officers, directors and major stock holders for First Tracks Investors, LLC of 42 Market Street, Portland, Maine 04101, for the purpose of determining the suitability of the corporation and its principals as an applicant for licensed pari-mutuel harness racing track in the state of Maine.

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PART III: SUPPLEMENTAL INFORMATION

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

Background examinations are a very specialized service with few reputable contractors available across the USA. The Maine State Harness Racing Commission (MSHRC) solicited quotes from vendors known to have worked for the State of Maine. TRPB offered the service for significantly less cost.

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

The service went out to RFP and the RFP was not awarded because all the bids received were too high. This vendor who' offered a price that is in line with the service being provided and will be used in the future by the Gambling Control Board as well.

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

The MSHRC hopes to piggyback on an RFP under development at the Gambling Control Board in the future.

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, Commissioner

Date:

9/18/2020

**Signature of DAFS
Procurement Official:**

DocuSigned by:
Debbie Jacques

Printed Name:

1DFA565D481F42E...
Debbie Jacques

Date:

9/21/2020