

## 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:		DACF/Forest Protection Division	
Department Contract Administrator or Grant Coordinator:		Bill Hamilton	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ \$7,272.57	Advantage CT / RQS #:	RQS 20200917000000000330
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:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		NFFPC, 7 Palomino Rd, Guilford NH 03249	
Brief Description of Goods/Services/Grant:		Maine's share for the cost of operating the NFFPC for FY21	

### 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
<b>X</b>	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.**

## State of Maine Procurement Justification Form

### PART III: SUPPLEMENTAL INFORMATION

The mandate of the Northeastern Forest Fire Protection Commission is to provide the means for its member states and provinces to cope with fires that might be beyond the capabilities of a single member through information, technology and resource sharing (mutual aid) activities. Maine is a member of this compact and must pay its share for it to run efficiently.

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

This is the only such collaboration of its kind in New England

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

The amount is based on an approved budget at the annual Commissioners meeting

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

There are no current plans for future competition as there is no other collaboration of its kind.

### 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:**

20AF3A2882BB4AA...  
Amanda E. Beal

**Date:**

9/28/2020

**Signature of DAFS  
Procurement Official:**

DocuSigned by:

*Justin Franzose*

**Printed Name:**

AEED9C7B3A8044E...  
Justin Franzose

**Date:**

9/29/2020

# State of Maine Procurement Justification Form