

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 #:				
Amount: (Contract/Amendment/Grant)	\$ 33,585	Advantage CT / RQS #:	RQS18P2021090200000000225	
CONTRACT	Proposed Start Date:	9/7/2021	Proposed End Date:	9/7/2021
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:		Ford Interceptor Utility Vehicle		

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 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

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.

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PART III: SUPPLEMENTAL INFORMATION

Central Fleet Management needs to procure a Police Interceptor Utility vehicle to replace an inadequate Chevy Impala for Capitol Police. The purchase of this vehicle will allow police officers to complete their assigned duties in the proper safety vehicle. The acting Chief, Bob Eliot has expressed concerns regarding the need to replace the Impala and the time frame in which it may take to do so.

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

Leo Chicoine at Quirk Ford is offering price protection from last year on this unit for the State of Maine. He is offering the vehicle at the previously contracted price. Quirk has the unit in their possession and could deliver at our earliest convenience at the protected price. A competitive bid process was used to establish the pricing that is now offering to be protected so we can purchase this unit at previous contract pricing.

The last correspondence with Ford dealers was that dealers are not taking any orders right now due to the computer chip shortage. With that in mind, the next round of cruisers will probably not arrive until late next summer. This would delay the needed purchase for Capitol Police. A recent example was the Winslow PD just ordered a new cruiser from Quirk and they were told it would arrive around April or May of 2022 at the earliest."

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

Price protection from the previous year is most generally the best option in purchasing vehicles as most prices increase from year to year. Central Fleet Management has financing in place to purchase the vehicle immediately upon approval.

RFQ # 18P19021200000000000243 was awarded in 2019 and the MA expired on 6/30/2021. The vendor is offering to honor the price based on the emergency need of the agency.

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

State Police will be putting police vehicles out to bid at the end of this year and will place orders sometime in February for 2022.

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PART III: SUPPLEMENTAL INFORMATION

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>		
	<small>DocuSigned by:</small> <i>Jaime C. Schorr</i>		
Printed Name:	<small>6D6437754DD0459...</small> Jaime C. Schorr	Date:	9/2/2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>William J.E. Allen</i>		
Printed Name:	<small>2D5B6E39F57E44A...</small> William J.E. Allen	Date:	9/2/2021

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