

## 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:		Department of Defense, Veterans and Emergency Management		
Department Contract Administrator or Grant Coordinator:		Sherrill Hallett, Contract Grant Specialist		
(If applicable) Department Reference #:		21-011		
Amount: (Contract/Amendment/Grant)	\$12,835.00	Advantage CT / RQS #:	CT#20210826*0484	
CONTRACT	Proposed Start Date:	8/25/2021	Proposed End Date:	10/31/2021
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:		Huber Resources Corp		
Brief Description of Goods/Services/Grant:		Development of a Forest Management Plan		

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
X	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:
<b>1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.</b>
The Maine Army National Guard is required by Army Regulations 200-1 to regularly inventory forest resources and manage them with purpose of supporting military training and promoting forest health and value.

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### PART III: SUPPLEMENTAL INFORMATION

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

The original contract for this service was with James W. Sewall Company. The Department of Defense, Veterans and Emergency Management was made aware that the company sold their assignment of the contract to Huber Resources. Corp. After speaking with Chris Washburn, Director of Finance with Huber Recourses, Huber has agreed to finish the remainder of the current contract. Huber Resources Corporation has agreed to assume James W. Sewall Company contract for this service and have agreed and will adhere to all of the terms of the contract.

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

Went through the RFP process. RFP #202008130

James W. Sewall Company was the only bidder.

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

Go through another RFP process.

### PART IV: APPROVALS

<p><b>Signature of requesting Department's Commissioner (or designee):</b></p>	<p style="text-align: center; font-size: small;">DocuSigned by:</p> <p style="text-align: center; font-size: x-large; font-family: cursive;"><i>Scott Young</i></p> <p style="text-align: center; font-size: small;">84DC934F194048D...</p>		
<p><b>Printed Name:</b></p>	<p>Scott Young</p>	<p><b>Date:</b></p>	<p>01 September 2021</p>
<p><b>Signature of DAFS Procurement Official:</b></p>	<p style="text-align: center; font-size: small;">DocuSigned by:</p> <p style="text-align: center; font-size: x-large; font-family: cursive;"><i>Sue H. Garcia</i></p> <p style="text-align: center; font-size: small;">E5DB92AC0F8D490...</p>		
<p><b>Printed Name:</b></p>	<p>Sue H. Garcia</p>	<p><b>Date:</b></p>	<p>9/15/2021</p>