

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:		SEC. OF STATE BUREAU OF MOTOR VEHICLES	
Department Contract Administrator or Grant Coordinator:		DAVID LACHANCE, DIRECTOR OF ADMINISTRATIVE SERVICES	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 8204.00	Advantage CT / RQS #:	29B 20210923*0303
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:		SWAN ISLAND PRESS LLC, PORTLAND ME	
Brief Description of Goods/Services/Grant:		2021-2022 TITLE 29A MAINE MOTOR VEHICLE STATUTES	

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:

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

BMV NEEDS THE MOST CURRENT STATUTES EACH YEAR.

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PART III: SUPPLEMENTAL INFORMATION

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

SWAN ISLAND PRESS LLC IS THE ONLY KNOWN VENDOR WHO CAN PROVIDE THESE STATUTUE BOOKS.

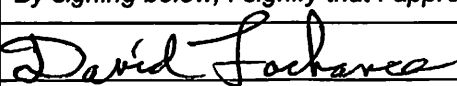
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

SWAN ISLAND PRESS LLC GIVES US A SLIGHT DISCOUNT WHEN PURCHASING LARGE QUANTITIES.

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

WE WILL CONTINUE TO PURCHASE THESE BOOKS FROM THE ONLY KNOWN VENDOR.

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>		
			
Printed Name:	DAVID LACHANCE	Date:	SEPTEMBER 24, 2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Justin Franzose</i>		
Printed Name:	<small>AEED9C7B3A8044E...</small> JUSTIN FRANZOSE	Date:	9/29/2021