



PROCUREMENT JUSTIFICATION FORM (PJF)

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 intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Marine Resources/Bureau of Marine Patrol	
Department Contract Administrator or Grant Coordinator:		Captain Colin MacDonald / Amanda Webb	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$6,900	Advantage CT / RQS #:	13A 20230914000000000434
CONTRACT	Proposed Start Date:	9/8/2023	Proposed End Date: 12/29/2023
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:		The Don Hume Company 500 26th Ave N.W. Miami, OK 74354	
Brief Description of Goods/Services/Grant:		Purchase of duty holsters to fit right and left-handed Glock G45.	

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input 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 type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	L. Other Authorization

Please respond to ALL of the questions in the following sections.

PART III: SUPPLEMENTAL INFORMATION

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

The Department of Marine Resources - Bureau of Marine Patrol is a state law enforcement agency responsible for investigative and protective services work involving the enforcement of marine resource conservation laws, rules, and regulations within the jurisdiction of the Maine Marine Patrol. Responsibilities include patrolling an assigned coastal area and protecting marine resources, coastal property, and the public. Work includes investigating complaints and incidents; enforcing motor vehicle and other laws; response to crimes in progress and enforcing Maine statutes, which include misdemeanor and felony crimes.

The Bureau of Marine Patrol recently transitioned our duty handguns from Glock .40 caliber to Glock 9mm. The reasoning centered around most of our issued handguns being in excess of ten to twelve years old. The standard for replacement of handguns amongst law enforcement agencies is no longer than seven years. Due to this transition, our issued leather holsters do not accommodate the new handguns. The issued holsters were purchased through the Don Hume Company, which included the belt, handcuff case, magazine pouch, and pepper spray holder. In order to avoid purchasing the aforementioned items we would need to purchase the same holster to fit our handgun. The Don Hume Company is the sole proprietor of the holster; therefore, we cannot work through other vendors to match the current holster.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

The selected vendor is a reputable company whom we have purchased items through in the past. The sole source justification is based solely on the avoidance of purchasing multiple items that are currently issued. The Don Hume Company is the sole proprietor of the holster that matches the rest of the items on the agency's duty belts.

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

The quote provided by the Don Hume Company was consistent with the current price of leather duty holsters.

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

The Department will continue to utilize the competitive procurement process for all future purchases.

PART III: SUPPLEMENTAL INFORMATION

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PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Patrick Keliher, Commissioner	Date:	9/24/23
Signature of DAFS Procurement Official:	<div style="border: 1px solid black; padding: 2px; display: inline-block;"> <small>DocuSigned by:</small> <i>Sue H. Garcia</i> <small>E5DB92AC0F8D490...</small> </div>		
Typed Name:	Sue H. Garcia	Date:	9/19/2023