



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:		Inland Fisheries and Wildlife/Resource Mgmt/Wildlife Division	
Department Contract Administrator or Grant Coordinator:		Robert Cordes, Special Projects Biologist	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 13,183.28	Advantage CT / RQS #:	09A-2023090100000000608
CONTRACT	Proposed Start Date:	10/02/2023	Proposed End Date: 12/31/2024
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:		ICS – Industrial Concrete Services. PO Box 636, 87 Industrial Park Road, Saco, ME 04072	
Brief Description of Goods/Services/Grant:		Repair and seal concrete vertical and horizontal surfaces at the Summerhaven Range.	

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	
<p>1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.</p>	<p>In 2018-2019, the Summerhaven Shooting Facility was modernized, including a state-of-the-art "no-blue sky" overhead baffle system. This baffle system consists of overhead concrete baffles, and concrete walls. These are specialized systems and have had some surface damage as a result of bullet impacts from public users. Also, there were some surface issues at the time of construction that need to be repaired and protected, including improperly installed calking and joint buffers on the baffle systems. The painted safety lines are wearing out and need to be reapplied.</p>
<p>2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.</p>	<p>This vendor is one of the few industrial concrete service providers that we have found to operate in Maine. They were recommended to us folks at Sig-Sauer range facilities in Epping, NH as a contact to help determine what can be done to make the most appropriate repairs. This vendor is familiar with the Summerhaven facility, our particular needs and have extensive industrial concrete experience including the range facilities at Sig-Sauer, which are one of the northeast's largest range facilities. Given their expertise and experience with this particular facility, we believe that this would be the best for the long-term viability of the investment in this facility.</p>
<p>3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.</p>	<p>We believe that given the scope of work and the companies expertise working specifically with shooting facilities across the country that these costs are reasonable. Funds used for this activity are included in a Pittman-Robertson Grant awarded for the operations and management of the range.</p>
<p>4. Describe the plan for future competition for the goods or services.</p>	<p>During the next treatment interval, the Department will investigate other operating companies that specialize in industrial concrete work specific to this Shooting Range Facility and consider the merits of all the available providers.</p>

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
<p>Does this request utilize ARPA/MJRP funds?</p>	
<p><input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).</p>	

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:	Timothy P. Brady	Date:	8/24/23
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>  <small>891CE7A1493D45B</small>		
Typed Name:	Martha Verhille	Date:	9/26/2023