



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

## DIVISION OF PROCUREMENT SERVICES

STATE OF MAINE

## 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:		Department of Defense, Veterans & Emergency Management – Military Bureau	
Department Contract Administrator or Grant Coordinator:		Tanya L Schaub, Buyer II	
(If applicable) Department Reference #:		24-028	
Amount: (Contract/Amendment/Grant)		\$ 16,549.00	Advantage CT / RQS #: CT15A20230919*0799
CONTRACT	Proposed Start Date:	11/1/2023	Proposed End Date: 4/30/2026
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:		City of Bangor dba Bangor International Airport, Bangor ME	
Brief Description of Goods/Services/Grant:		Helo Pad Snow Plow and Sanding	

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.

Maine Army National Guard (MEARNG) has a Helicopter Pad (Helo Pad) at the Bangor International Airport. This Helo Pad is used year round and as such is needed to be maintained for landing/taking off during the winter months.

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

Due to Federal Aviation Administration (FAA) requirements, rules & regulations it is not financially feasible to have someone other than the airport personnel clear the Helo Pad and taxi lane up to it. There is extensive equipment (lights, radio systems etc..) that must be purchased, and FAA training and Vetting maintained to enter the area, to access the Helo Pad. Helo Pads are considered to also need Air Traffic Control notification and access approval.

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

Pricing is consistent with the last 2 contracts we had with them.

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

Will follow all State and Federal (including FAA) requirement.

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

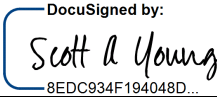
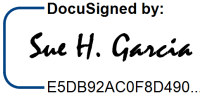
Does this request utilize ARPA/MJRP funds?

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:	Scott A Young	Date:	19 September 2023
Signature of DAFS Procurement Official:			
Typed Name:	Sue H. Garcia	Date:	9/26/2023