

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:	Inland Fisheries and Wildlife, Engineering Division		
Department Contract Administrator or Grant Coordinator:	Richard Parker		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 13,787.72	Advantage CT / RQS #:	20210923*301
CONTRACT	Proposed Start Date:	10/8/2021	Proposed End Date: 11/30/2021
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:	VC0000223548, Doug Equipment Repair, 362 Fayette Road, Livermore Falls, ME 04254		
Brief Description of Goods/Services/Grant:	2012 Ford F350 Engine Replacement		

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.
Truck had a loud knock coming from the engine. Brought to garage to have assessed and found the rod inside the motor was bent and damage was done to the engine block. It is recommended to have the engine replaced.

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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 vendor has performed work to our large truck fleet with great results. We have confidence in the vendors ability to make this repair. A large portion of the truck was disassembled to provide confirmation the motor was in fact unrepairable. Bringing to a different vendor would involve costs for some reassembly and fees for a tow company.


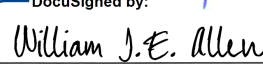
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

We checked a ford dealership in Waterville and received a much higher quote for the motor replacement.

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

Plan for the future is to have the vehicle repaired prior to it being disabled. This would allow it to be driven to multiple facilities for estimates of service.

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:	Timothy Peabody	Date:	9/24/2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>2D5B6E39F57E44A...</small> William J.E. Allen	Date:	10/4/2021