



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Office of State 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 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:		Steve Ingram/Amanda Webb	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$ 88,493.00	Advantage <u>CT</u> / RQS #:	13A 20240925000000000835
CONTRACT	Proposed Start Date:	9/23/2024	Proposed End Date: 9/22/2025
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:		Horizon Aircraft Services LLC Hampden, ME	
Brief Description of Goods/Services/Grant:		Replacement of aircraft engine with zero-time remanufactured Continental IO520, replace engine mount and perform "Annual" aircraft inspection.	

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 checked="" 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.


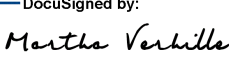
PART III: SUPPLEMENTAL INFORMATION	
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.	The Maine Marine Patrol's 1983 Cessna 185 Skywagon (N714JQ) is presently grounded due to low compression on 3 cylinders. The aircraft is also due for its "annual" inspection and is within 70 hours of TBO and in need of a new engine.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	N714JQ is presently hangered at Horizon Aircraft Services LLC at the Old Town airport. As the aircraft is grounded due to low engine compression, we are unable to ferry it to any other maintenance facility. Horizon is familiar with N714JQ from past maintenance work performed on the aircraft over the years. Horizon also does all maintenance work on the Maine Warden Service's four Cessna 185's as well as their Cessna 172. They have done maintenance for the Maine Forest Service on its fixed wing aircraft as well. The quality of Horizon's work is first rate.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	Horizon Aircraft Services LLC rates are in line with rates of other aircraft maintenance repair facilities in the state.
4. Describe the plan for future competition for the goods or services.	The Maine Marine Patrol is always on the lookout for financially competitive aircraft maintenance repair facilities. Due to the inability to fly N714JQ because of its airworthiness status, the maintenance repair and replacement work must be performed at Horizon Aircraft Services LLC.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).	
<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	

PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE	
<i>Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS Title 5, §18 and §18-A, in harmony with MRS Title 17, §3104.</i>	
<input checked="" type="checkbox"/> The requesting department signatory understands and acknowledges Maine's Conflict of Interest statutes.	

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	 <u>Meredith Mendelson (Sep 26, 2024 06:49 EDT)</u>		
Typed Name:	Meredith Mendelson, Deputy Commissioner	Date:	09/26/24
Signature of DAFS Procurement Official:	DocuSigned by:  891CE7A1493D45B...		
Typed Name:	Martha Verhille	Date:	10/10/2024

PJF- CT 13A 20240925-0835

Final Audit Report

2024-09-26

Created:	2024-09-26
By:	Amanda Webb (amanda.webb@maine.gov)
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-  Document created by Amanda Webb (amanda.webb@maine.gov)
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-  Document emailed to Meredith (meredith.mendelson@maine.gov) for signature
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-  Document e-signed by Meredith Mendelson (meredith.mendelson@maine.gov)
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