

# 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/Bureau of Resource Management		
Department Contract Administrator or Grant Coordinator:		Diano Circo, Chief Planner		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 5,800	Advantage CT / RQS #:	2020111700000001512	
CONTRACT	Proposed Start Date:	11/18/20	Proposed End Date:	2/8/21
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:		Legacy Appraisal Services		
Brief Description of Goods/Services/Grant:		Appraisal of easement.		

## 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.

The Department needs to determine the value of a property on Salt Pond in Blue Hill for possible easement acquisition that would allow the construction of a new ADA hand-carry water access facility. The appraisal is necessary to allow both federal and state funds to be used for the acquisition.

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## PART III: SUPPLEMENTAL INFORMATION

### 2. Provide a brief justification for the selected vendor to supplement the response in Part II.

Legacy Appraisal Services is one of very few appraisal companies in Maine that is qualified and willing to provide appraisals to the federal Uniform Appraisal Standards for Federal Land Acquisitions (UASFLA or "Yellow Book") standard. This standard is required for any project that may receive federal funds and necessary for the Salt Pond project. Appraisers who have expertise in the UASFLA standard are extremely limited and often difficult to schedule. The Department reached out to two other appraisal companies with UASFLA experience and they were either unable or unavailable to work on this project.

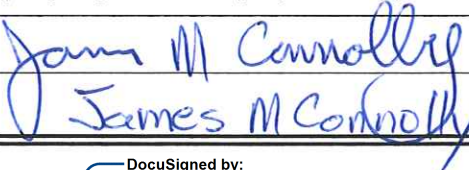
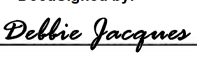
### 3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The cost proposed by Legacy Appraisal Services is within the norm for appraisals of this type based on the Department's experience.

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

The Department will continue to look for additional appraisers who are qualified and willing to provide UASFLA standard appraisals.

## PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	James M Connolly	<b>Date:</b>	11/18/2020
<b>Signature of DAFS Procurement Official:</b>	DocuSigned by: 		
<b>Printed Name:</b>	Debbie Jacques <small>1DFA565D481F42E...</small>	<b>Date:</b>	11/20/2020