

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:		Public Safety – Maine State Police K9 Unit	
Department Contract Administrator or Grant Coordinator:		Lt. David Tripp	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 21,000	Advantage CT / RQS #:	RQS-16A-20190128*0829
CONTRACT	Proposed Start Date:	11/24/20	Proposed End Date: 12/31/20
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:		International Canine Exchange Portsmouth Rhode Island	
Brief Description of Goods/Services/Grant:		Maine State Police 2 K-9's	

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 Maine State Police K9 Unit has an immediate need for 2 K9's to serve as a dual purpose K9 for patrol and narcotics. The Maine State Police K9 Unit is seeking to add/replace K9's based upon the calls for services in certain geographic areas.
The "seller" must be able to provide K9's that meet the following testing and criteria.

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PART III: SUPPLEMENTAL INFORMATION

K9 Screening/Evaluation Requirements

The following bullet points are guidelines for the screening and evaluation of potential new K9s for the Maine State Police K9 Unit:

Social:

- K9 is approachable and social

Environmental:

- K9 must possess the ability to navigate and negotiate various environmental factors including but not limited to:
 - Inside environments; slippery floors, dark spaces, small rooms, stairs both open and closed, grated catwalks.
 - Outside environment: Agility structures such as tunnels, A-frames, catwalk, jumping obstacles.
- Ability to tolerate gunfire

Work Drive: Play (Tug or ball) / Food drive

- K9 should demonstrate high drive with either food, play, or both.
- K9 must have a high hunt drive.
- K9 should demonstrate the basic foundational bite work skills.
 - Bite work should be balanced in prey and defense
- K9 needs to have the ability to protect themselves and not show fear

Medical:

- K9 must pass a physical and well-being check performed by a vet including X-rays.

Suitability:

- Provisional depending on the outcome of the interaction between the intended handler and the K9. This could be contingent of both the physical and mental attributes of both the K9 and the handler.
- Determined based on the requirement for the intended use of the K9.

Testing:

- The K9 must successfully complete the Basic K9 Patrol School. A medical and workability guarantee is required through the negotiated trial period per attached and signed expectations of seller/provider.
- Rigorous test procedure determined by the MSP K9 trainer to include but not limited to:
 - Scent work
 - Complex ground scent scenarios
 - For tracking / evidence search scenarios
- Balanced prey/defense aggression testing
- Agility
 - Walls, tunnels, cat walks, A-frames

All portions of the testing process will be evaluated, reviewed and determined eligible at the discretion of the Principal Canine Trainer.

The Maine State Police reserves the right to refrain from purchasing any K9 for any reason he/she feels the K9 would not be a reasonable candidate for the Maine State Police K9 Unit.

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PART III: SUPPLEMENTAL INFORMATION

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

This is a commodity that is specific to breeders and suppliers of specialty K9's. There are no government entities that offer this commodity.

K9 Instincts / International Canine Exchange Inc. is a vendor known for providing quality K9's that are suited for the testing and work outlined above. This company also has a history of maintaining contractual agreements throughout the purchasing process.

Historically, the Maine State Police has purchased K9's from this company and have been very satisfied with the training and service outcomes of these dogs. Additionally, we have tried other vendors in the recent past, but have not seen the same quality in the provided commodity.

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

The costs associated with the purchase of the K9s are fair based on the market value of this commodity.


Through past purchase experiences, the Maine State police have seen that vendors with lesser quality K9s average in the same price range. In other words, there is an established price range for this commodity across the industry.

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

The purchase is not vendor specific but, instead, contingent on the dogs that the vendor has for sale. We are not locked into any one vendor, but all vendors must agree to the following requirements:

1. Must have all immunization and vaccination records on file for the K9 that meet the residing's state laws.
2. Must be located within the New England (NE) states or willing to bring the K9 to Maine for viewing at their cost.
3. Must have a return policy allowing the K9 to be returned to the vendor where purchased for a replacement K9 within negotiated trial period. The replacement K9 must then meet all requirements outlined by the buyer in order to become a "qualified replacement." (Vendors outside of the NE states will pay all expenses incurred to have the K9 returned if necessary.)
4. Must be able to demonstrate the K9's attributes upon viewing if requested.

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:	Kendra Coates	Date:	12/21/2020
Signature of DAFS Procurement Official:	DocuSigned by: <i>William Allen</i>		
	<small>2D5B6E39F57E44A...</small>		
Printed Name:	william Allen	Date:	12/21/2020

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