

**State of Maine**  
**Master Score Sheet**

RFP# 202507099		
Ongoing Aviation Maintenance and Parts Sales		
Bidder Name:		Summit Helicopters, Inc
Proposed Cost:		N/A
Scoring Sections	Points Available	
Section I: Preliminary Information	Pass/Fail	Pass
Section II: Organization Qualifications and Experience	35	N/A
Section III: Proposed Services	35	N/A
Section IV: Cost Proposal	30	N/A
<b>TOTAL</b>	<b><u>100</u></b>	<b><u>N/A</u></b>



**STATE OF MAINE  
DEPARTMENT OF Agriculture,  
Conservation, and Forestry**

**Janet T. Mills  
Governor**

**Amanda Beal  
Commissioner**

**AWARD NOTIFICATION LETTER**

October 18, 2025

Summit Helicopters, Inc.  
525 McClelland Street  
Salem, VA 24153

**SUBJECT: Notice of Conditional Contract Award under RFP # 202507099,  
Ongoing Aviation Maintenance and Parts Sales**

Dear John Milko:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Agriculture, Conservation, and Forestry for Ongoing Aviation Maintenance and Parts Sales. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award to the following bidder:

- Summit Helicopters, Inc.

The bidder listed above received the evaluation team's highest ranking. The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,



Jared Milligan  
Aircraft Maintenance Supervisor  
State of Maine, DACF, Aviation  
87 Airport Road  
Old Town, ME 04468

#### **STATEMENT OF APPEAL RIGHTS**

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).

<b>Bidder/Applicant Name</b>	Summit Helicopters, Inc.
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<b>Date of Team Evaluation</b>	10/08/2025
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**State of Maine**

**Department of Agriculture, Conservation, and Forestry**

*Maine Forest Service, Division of Forest Protection*

**RFP # 202507099**

**Ongoing Aviation Maintenance and Parts Sales**

**TEAM CONSENSUS EVALUATION NOTES**

<b>RFP Coordinator</b>	<b>Name</b>	Jared Milligan
	<b>Title</b>	Aircraft Mechanic Supervisor
	<b>Email</b>	Jared.milligan@maine.gov

<b>Evaluation Team</b>	
<b>Name</b>	Jared Milligan
<b>Name</b>	Joel Tourtelotte
<b>Name</b>	Robby Gross
<b>Name</b>	Marleen Lajoie

<b>Bidder/Applicant Name</b>	Summit Helicopters, Inc.
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<b>Date of Team Evaluation</b>	10/08/2025
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**SUMMARY**

**\*\*NOTE\*\***

Only one proposal was received and therefore, no scoring was completed. The Evaluation team found that Summit Helicopters, Inc. did meet the minimum requirements of the RFP.

		<b>Points Available</b>	<b>Points Awarded</b>
<b>File 1</b>	<b>Preliminary Information</b>	N/A (Pass or Fail)	Pass
<b>File 2</b>	<b>Organization Qualifications and Experience</b>	35	N/A
<b>File 3</b>	<b>Proposed Services</b>	35	N/A
<b>File 4</b>	<b>Cost Proposal</b>	30	N/A
		<b>Total: 100</b>	<b>Total: N/A</b>

<b>Bidder/Applicant Name</b>	Summit Helicopters, Inc.
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<b>Date of Team Evaluation</b>	10/08/2025
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<b>File 1 Preliminary Information</b>	
	<b>Team Notes</b>
<b>Appendix A</b> (Proposal Cover Page)	1. Cover page is complete
<b>Appendix B</b> (Responsible Bidder Certification)	1. Responsible Bidder Certification page is complete
<b>Eligibility to Submit Bids</b>	
FAA Part 145 Repair Station Certificate	Pass
Bell Helicopter 407 & Huey / 205 ratings	Pass
Location within 8 hours flight of Old Town	Pass
<b>Final Eligibility Determination</b>	Pass
Failure Reason(s), if applicable	N/A

<b>Bidder/Applicant Name</b>	Summit Helicopters, Inc.
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<b>Date of Team Evaluation</b>	10/08/2025
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<b>File 2</b>	
<b>Organization Qualifications and Experience</b>	
<b>Points Available</b>	<b>Points Awarded</b>
35	N/A

<b>Section</b>	<b>Team Notes</b>
<b>Overview of the Organization</b>	1. Summit Helicopters has been in business for 45+ years. They have a great reputation within the aviation industry. The Maine Forest Service has used Summit randomly over the past 5 years and we have always had great results. They have always been honest and upfront with all issues if and when they arise.
<b>Subcontractors</b>	1. No subcontractors are intended to be used for this contract
<b>Organizational Chart</b>	1. Complete
<b>Litigation</b>	1. No litigation against Summit in the past 5 years.
<b>Financial Viability</b>	1. Dun and Bradstreet report not submitted but financial statements are available if needed.
<b>Licensure/Certification</b>	1. Summit has all the required licenses and certifications to meet the terms of the contract.
<b>Certificate of Insurance</b>	1. Complete

<b>Bidder/Applicant Name</b>	Summit Helicopters, Inc.
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<b>Date of Team Evaluation</b>	10/08/2025
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<b>File 3 Proposed Services</b>	
<b>Points Available</b>	<b>Points Awarded</b>
35	N/A

<b>Section</b>	<b>Team Notes</b>
<b>Proposed Services</b>	1. Summit has proven to have all the necessary equipment and technicians to fulfill the terms of the contract. Their facility is within an 8 hour flight from Old Town and they possess the required equipment to retrieve a Maine Forest Service owned aircraft in the event of an emergency. Their parts department has always shipped out required parts in a timely fashion with zero delay caused by Summit.
<b>Implementation – Work Plan</b>	1. No implementation plan is needed. Summit is already a vendor for the state of Maine and the account is in good standing.

<b>Bidder/Applicant Name</b>	Summit Helicopters, Inc.
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<b>Date of Team Evaluation</b>	10/08/2025
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<b>File 4 Cost Proposal</b>	
<b>Points Available</b>	<b>Points Awarded</b>
30	N/A
<b>Team Notes</b>	
1. Summits parts pricing is 7% below manufacturers suggested retail price (MSRP) on original equipment manufacturer (OEM) and parts manufacturer approval (PMA) parts. Their labor rates are cheaper than the published rate at most automotive shops. The contract pricing is fair and reasonable.	



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**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202507099**  
**RFP TITLE: Ongoing Aviation Maintenance and Parts Sales**

I, Jared Milligan accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation, and Forestry. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

**I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.**

  
\_\_\_\_\_  
Signature

10/7/2025  
\_\_\_\_\_  
Date



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**AGREEMENT AND DISCLOSURE STATEMENT**  
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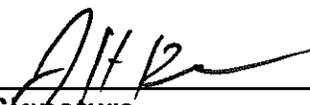
I, Joel Tourtelotte, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation, and Forestry. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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\_\_\_\_\_  
Signature

10/7/25  
\_\_\_\_\_  
Date



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**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP #: 202507099**  
**RFP TITLE: Ongoing Aviation Maintenance and Parts Sales**

I, Robby Gross accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of ACF. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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Signature

Date



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CONSERVATION AND FORESTRY

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**AGREEMENT AND DISCLOSURE STATEMENT**  
**RFP # 202507099**  
**Ongoing Aviation Maintenance and Parts Sales**

I, Marleen Lajoie accept the offer to become a member of the Evaluation Team for this solicitation for the State of Maine Department of Agriculture, Conservation and Forestry. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this solicitation.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this solicitation nor have I submitted a letter of support or similar endorsement.

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*Marleen Lajoie*

Signature

10/7/25

Date