

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:	EDUCATION – EDUCATION IN THE UNORGANIZED TERRITORY			
Department Contract Administrator or Grant Coordinator:				
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	12,550.00	Advantage CT / RQS #:	CT 05C 20201222*1926	
CONTRACT	Proposed Start Date:	12/28/2020	Proposed End Date:	1/30/2021
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:	COUNTY PLUMBING AND HEATING			
Brief Description of Goods/Services/Grant:	INSTALLATION TOUCHLESS FAUCETS, TOILETS, TOILET RETRO FITS KITS, AND LABOR AT THE CONNOR CONSOLIDATED SCHOOL.			

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	X	L. Other Authorization - CRF #2 COVID-19

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.

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PART III: SUPPLEMENTAL INFORMATION

The provider will install eight touchless faucets, touchless flushing toilets and toilet retro fit kits at the Connor Consolidated School. The touchless facets and toilets are needed to address sanitary concerns for student and staff sharing restrooms due to Covid-19.

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

The Education in the Unorganized reached out to the vendor due to its familiarity with the school's plumbing and heating systems because the vendor recently provided the necessary service and supplies to install a washer/dryer at the school. The vendor was familiar with the school's current plumbing needs and was available to provide the services during school break when students were not present. The EUT continues to actively contact vendors when seeking bids and is willing to accept any willing and qualified provider.


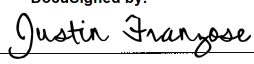
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The principal of the school researched options for touchless faucets and toilets due. Battery operated equipment was determined to be the best choice because of electrical needs, additional plumbing needs, ease of installing the equipment, and the amount of time needed to install the new equipment. Funding for the equipment and installation has been identified in the CRF 2 Application.

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

Future opportunities for an increase in numbers of providers in this geographic area may be achieved by continuing to successfully contract with local professionals from the area. Also, by maintaining and fostering positive communications and experiences with previous providers and school district.

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:	Daniel Chuhta, Deputy Commissioner	Date:	12/23/2020
Signature of DAFS Procurement Official:	DocuSigned by: 		
Printed Name:	AEEED9C7B3A8044E... Justin Franzose	Date:	12/28/2020

Certificate Of Completion

Envelope Id: 7CC09ECA05B64DE8814EF9041E04FB97
 Subject: Please DocuSign This Document
 Source Envelope:
 Document Pages: 2
 Certificate Pages: 1
 AutoNav: Enabled
 Envelope Stamping: Disabled
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed

Envelope Originator:
 Daniel A. Chuhta
 Daniel.Chuhta@maine.gov
 IP Address: 64.207.219.71

Record Tracking

Status: Original
 12/23/2020 8:22:33 AM
 Security Appliance Status: Connected
 Storage Appliance Status: Connected


Holder: Daniel A. Chuhta
 Daniel.Chuhta@maine.gov
 Pool: StateLocal
 Pool: Carahsoft OBO Maine Department of Education

Location: DocuSign
 Location: DocuSign

Signer Events

Daniel A. Chuhta
 Daniel.Chuhta@maine.gov
 Deputy Commissioner
 Maine Department of Education
 Security Level: Email, Account Authentication (None)

Signature


 Signature Adoption: Uploaded Signature Image
 Using IP Address: 72.231.250.95

Timestamp

Sent: 12/23/2020 8:22:34 AM
 Viewed: 12/23/2020 8:22:49 AM
 Signed: 12/23/2020 8:42:36 AM
 Freeform Signing

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Event	Status	Timestamp
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Certified Delivered	Security Checked	12/23/2020 8:22:49 AM
Signing Complete	Security Checked	12/23/2020 8:42:36 AM
Completed	Security Checked	12/23/2020 8:42:36 AM

Payment Events

Status

Timestamps