



**STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE
AND FINANCIAL SERVICES**

**Janet T. Mills
Governor**

**Kirsten Figueroa
Commissioner**

Monday, September 14, 2020

PRO Moving Service
184 College Ave.
Waterville, ME 04901

**SUBJECT: Notice of Conditional Pre-Qualified Vendor List Award under RFP # 202006096,
Pre-Qualified Vendor List for Plexiglass Barriers and Installation Services**

Dear Jason Brann:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Administrative and Financial Services for Pre-Qualified Vendor List for Plexiglass Barriers and Installation Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional award to the following bidder:

- PRO Moving Service

The bidder listed above has met the requirements for placement on the Pre-Qualified Vendor List. Vendors added to this Pre-Qualified Vendor List (PQVL) are not guaranteed projects of work for the State of Maine but are eligible to submit bids on projects issued through the PQVL Mini-Bid Process, as defined in the RFP. 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 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 and dissolve the Pre-Qualified Vendor List at any time.

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. 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,

DocuSigned by:
William Allen
2D5B6E39F57E44A...

William Allen, Procurement Analyst II

Email: wje.allen@maine.gov

Tel: 207-624-7871

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, Division of Purchases, Chapter 120, § (2) (2).



**STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE
AND FINANCIAL SERVICES**

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Commissioner**

Monday, September 14, 2020

N. Wassterstrom
2300 Lockbourne Rd
Columbus, OH 43207

**SUBJECT: Notice of Conditional Pre-Qualified Vendor List Award under RFP # 202006096,
Pre-Qualified Vendor List for Plexiglass Barriers and Installation Services**

Dear Eric Wasserstrom:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Administrative and Financial Services for Pre-Qualified Vendor List for Plexiglass Barriers and Installation Services. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional award to the following bidder:

- N. Wasserstrom & Sons

The bidder listed above has met the requirements for placement on the Pre-Qualified Vendor List. Vendors added to this Pre-Qualified Vendor List (PQVL) are not guaranteed projects of work for the State of Maine but are eligible to submit bids on projects issued through the PQVL Mini-Bid Process, as defined in the RFP. 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 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 and dissolve the Pre-Qualified Vendor List at any time.

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This award decision is conditioned upon final approval by the State Procurement Review Committee. 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,

DocuSigned by:

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William Allen, Procurement Analyst II

Email: wje.allen@maine.gov

Tel: 207-624-7871

STATEMENT OF APPEAL RIGHTS

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**STATE OF MAINE
EVALUATION NOTES**

RFP #: 202006096

RFP TITLE: Pre-Qualified Vendor List for Plexiglass Barriers and Installation Services

BIDDER: PRO Moving Service

DATE: Friday, August 21, 2020

Bidder submitted signed Appendix A and B.

Bidder submitted completed Appendix C and certificate of insurance.

Bidder submitted completed Appendix D which demonstrates their experience performing the requested services.

Bidder submitted list of offered materials, services and rates.

**STATE OF MAINE
EVALUATION NOTES**

RFP #: 202006096

RFP TITLE: Pre-Qualified Vendor List for Plexiglass Barriers and Installation Services

BIDDER: N. Wasserstrom & Sons

DATE: Friday, September 4, 2020

Bidder submitted signed Appendix A and B.

Bidder submitted completed Appendix C and certificate of insurance.

Bidder submitted completed Appendix D which demonstrates their experience performing the requested services.

Bidder submitted list of offered materials, services and labor rates.



STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL
SERVICES

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AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202006096
RFP TITLE: Pre-Qualified Vendor List for
Plexiglass Barriers and Installation Services

I, William Allen, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Administrative and Financial Services. 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 that the evaluation process is to be conducted in an impartial manner. 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 funding decision notices for public distribution.

DocuSigned by:
William Allen
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8/19/2020

Signature

Date