

## 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:		Maine DOT M & O		
Department Contract Administrator or Grant Coordinator:		Robert McFerren		
(If applicable) Department Reference #:		17A		
Amount: (Contract/Amendment/Grant)	\$ 5,262.44	Advantage CT / RQS #:	RQS2022120900000000737	
CONTRACT	Proposed Start Date:	11/22/2022	Proposed End Date:	11/22/2022
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:		ALTA Construction Equipment New England, LLC P O Box 21756 New York, NY 10087-1756		
Brief Description of Goods/Services/Grant:		Repair of rental equipment we damaged		

### 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
<b>x</b>	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

Please respond to ALL of the questions in the following sections.

### PART III: SUPPLEMENTAL INFORMATION

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

We rented a piece of equipment and we damaged it. The owner had it repaired, and we need to pay for the repair. No one else could do the repair, as it is the owner's discretion who repairs it.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

This is a vendor owned piece of equipment, the owner had to repair the damages we caused.

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

This is the actual cost of repairs made by vendor/owner.

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

Non-applicable

### PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

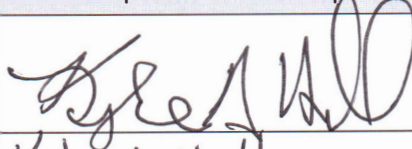

Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

### PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Kyle A. Hall	Date:	12/7/2022
Signature of DAFS Procurement Official:	DocuSigned by: 		
Typed Name:	Michelle Fournier	Date:	1/4/2023