



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW

Department Office/Division/Program:	Inland Fisheries and Wildlife			
Department Contract Administrator or Grant Coordinator:	Richard Parker, Director of Engineering			
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$24, 982.16	Advantage CT / RQS #:	20241219*1614	
CONTRACT	Proposed Start Date:	1/1/2025	Proposed End Date:	6/30/2025
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:	VC0000250782, United Construction & Forestry, Scarborough ME			
Brief Description of Goods/Services/Grant:	2002 Kobelco Undercarriage, control valve, and wain roy repairs			

PART II: JUSTIFICATION FOR VENDOR SELECTION

Check the box below for the justification(s) that applies to this request. (Check all that apply.)

<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input checked="" type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input type="checkbox"/>	J. Willing and Qualified
<input type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	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.

In the spring of 2024, the 2002 Kobelco was trailered into the vendor with the track on one side not operable. Upon removal of the track, it was discovered the final drive was in need of replacement. The other track was then removed, the second final drive examined, and it to was in need of immediate replacement. With the entire lower half of the machine apart it was apparent many other parts were badly worn and in need of replacement but due to budgetary concerns, the decision was made to only replace what was necessary to put the machine back in service at that time. The current estimate from the Vendor is to complete the additional repairs that were identified during the original visit.

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

The vendor performed the original repair in a professional and timely manner. The vendor also took the initiative to inspect the entire undercarriage and identified other items in need of replacement.

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

This type of repair estimate would involve a vendor to totally dis-assemble the machine to view the parts that are in need of replacement prior to offering bid. The time and cost to deliver the machine to multiple vendors is not an acceptable use of resources.

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

This repair is out of the ordinary. Most other equipment repairs are offered to multiple vendors for competitive pricing.

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

Does this request utilize ARPA/MJRP funds?

- ☐ Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).
- ☐ Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.
- ☒ No – If No, proceed to Part V.


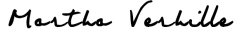
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS Title 5, §18 and §18-A, in harmony with MRS Title 17, §3104.

☒ The requesting department signatory understands and acknowledges Maine's Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Richard Parker, Director of Engineering	Date:	12-30-2024
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>  <small>891CE7A1493D45B...</small>		
Typed Name:	Martha verhille	Date:	1/6/2025