



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
OFFICE OF STATE PROCUREMENT SERVICES
 STATE OF MAINE

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:		Department of Corrections, Bolduc Correctional Facility		
Department Contract Administrator or Grant Coordinator:		Robert Boynton		
(If applicable) Department Reference #:		N/A		
Amount: (Contract/Amendment/Grant)		\$ 9,600.00	Advantage CT / RQS #:	03A 20250109*0953
CONTRACT	Proposed Start Date:	10/1/2024	Proposed End Date:	1/31/2025
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:		K&G Industrial Services Farmington, ME		
Brief Description of Goods/Services/Grant:		Demo and replace 2" piping in the gym - Bolduc		

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 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 checked="" 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.	A broken heat pipe necessitates an unexpected emergency repair to restore heat to the gymnasium at Bolduc Correctional Facility. Immediate remediation to the building is needed to prevent additional damage from cold weather and to restore normal facility operations. The broken pipe was removed and a new 2" pipe provided and installed.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	Due to the emergency nature of this repair, a quote was solicited from K&G Industrial Services in Farmington, ME. This company was immediately available to complete the work before damage was done to the facility and was familiar with our building systems.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	As noted above, due to the emergency nature of this repair, a quote was solicited from K&G Industrial Services in Farmington, ME. The rates appear fair and reasonable to the Department considering the urgent need and short timeframe involved.
4. Describe the plan for future competition for the goods or services.	This is an emergency procurement, however, DOC will continue to follow the required procurement processes for future purchases.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).	
<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	

PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE	
<i>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.</i>	
<input checked="" type="checkbox"/> 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):	Signed by: <i>Anthony Cantillo</i> 1/9/2025 <small>8E48CAE00CCD407...</small>		
Typed Name:	Anthony Cantillo, Deputy Commissioner	Date:	
Signature of DAFS Procurement Official:	DocuSigned by: <i>Thomas Paquette</i> <small>249502C7B71A49A...</small>		
Typed Name:	Thomas Paquette	Date:	1/15/2025