



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

## DIVISION OF 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 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 intranet site (Forms page) for additional instructions.

## PART I: OVERVIEW

Department Office/Division/Program:		MDOT M&O Region 2			
Department Contract Administrator or Grant Coordinator:		Dana Bishop			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	\$14,285.00	Advantage CT / RQS #:	RQS2022021400000000924		
CONTRACT	Proposed Start Date:	6/9/2021	Proposed End Date:	8/13/2021	
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:		Newcomb and Sons Co. VC1000011794 Carmel, Maine 04419			
Brief Description of Goods/Services/Grant:		Pay for Guardrail parts already received.			

## PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

<input checked="" 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 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.

The guardrail is used on the median of interstate to preserve the safety of individual lanes of travel in the event of an accident crossing the median the guardrail serves as a safety barrier to prevent further injury and damage.

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

CA Newcomb & Sons Fence and Guardrail Co. held 190726000000000010 however the MA expired on 8/31/21 and the vendor could not extend. Orders were placed in June for these items however the invoice was not processed in a timely manner.

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

C A Newcomb was awarded MA 190726000000000010 through the request for quote process. The prices are the contracted pricing.

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

The commodity will be put back out to bid to establish a new Master Agreement for 2022-2023.

### PART IV: VENDOR STATUS

Is the vendor currently working?

Yes

No

### PART V: 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 VI

### PART VI: APPROVALS

Signature of requesting  
Department's Commissioner (or  
designee):

By signing below, I signify that I approve of this procurement request.

 William Pulver, C.O.O.

Printed Name:

Bruce A. Van Note, Commissioner

Date:

2-14-2022

Signature of DAFS Procurement  
Official:

DocuSigned by:

 Michelle Fournier

Printed Name:

066BBD96EE5347F...  
Michelle Fournier

Date:

2/17/2022