



## 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:		Transportation/Project Development/Materials Testing	
Department Contract Administrator or Grant Coordinator:		Richard Bradbury	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ \$10,960.00	Advantage CT / RQS #:	RQS2023020200000000935
<b>CONTRACT</b>	Proposed Start Date:	<b>3/16/2023</b>	Proposed End Date: <b>3/15/2024</b>
<b>AMENDMENT</b>	Original Start Date:		Effective Date:
	Previous End Date:		New End Date:
<b>GRANT</b>	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Anton Paar USA, Inc. (VS0000021687) 10215 Timber Ridge Drive Ashland, VA 23005	
Brief Description of Goods/Services/Grant:		Service Agreement for Dynamic Shear Rheometer laboratory testing equipment to include preventive maintenance and calibration	

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.

The MaineDOT Central Laboratory's Dynamic Shear Rheometers (DSRs) are critical pieces of laboratory testing equipment used to verify PG Asphalt Binder (PGAB) materials used in highway construction. PGAB is a major component of asphalt pavement in which the MaineDOT invests many millions of dollars each year. To ensure accuracy of results and to maintain required laboratory accreditation, it is necessary for this equipment to be properly maintained and calibrated.

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

Calibration and maintenance of a DSR requires specialized instrumentation and expertise which is not possessed by any agency or personnel in the public sector. The instrument manufacturer is uniquely qualified to perform calibration and maintenance, including proprietary operating/data acquisition software.

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

The cost of this service agreement is comparable to the cost of agreements we have had with other vendors for similar laboratory testing equipment.

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

The MaineDOT laboratory works with a variety of vendors for equipment calibration services and has changed working relationships as required based upon performance, customer service and cost. Because this DSR is such a specialized piece of equipment the vendors available to perform service and calibration of it are extremely limited and not much can be done on our part to foster competition. An effort was made to obtain a reduced cost service agreement through a master agreement with REMI, but they were not able to support this equipment.

### 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:	William Pulver, C.O.O.	Date:	2-1-2023
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Typed Name:	<small>2D5B6E39F57E44A...</small> William J.E. Allen	Date:	2/15/2023

NOI 0220230162 02/15/2023 - 02/21/2023