



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:		Corrections – Long Creek Youth Development Center	
Department Contract Administrator or Grant Coordinator:		Aaron Beaulieu	
(if applicable) Department Reference #		25LCY003	
Amount: (Contract/Amendment/Grant)	93,622.86	Advantage CT / RQS #:	03A 20241028*1097
CONTRACT	Proposed Start Date:	2/5/2025	Proposed End Date: 4/30/2025
AMENDMENT	Original Start Date:	Click or tap to enter a date.	Effective Date: Click or tap to enter a date.
	Previous End Date:	Click or tap to enter a date.	New End Date: Click or tap to enter a date.
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Johnson Controls Fire Protection Westbrook, Maine	
Brief Description of Goods/Services/Grant:		Replace failing kitchen hood fire suppression system at Long Creek	

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.

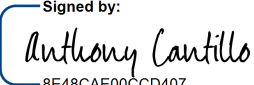
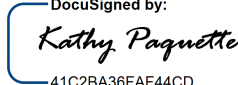
PART III: SUPPLEMENTAL INFORMATION	
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.	
A properly functioning fire suppression system at Maine DOC facilities is a policy requirement and is a critical component of the Department's desire to adhere to NFPA life safety guidelines. The current kitchen range hood at Long Creek has been deemed inefficient and we are replacing the current hood system with a new wet chemical system. The new kitchen system will enhance fire suppression capabilities and provide better protection for our kitchen facilities. The Department will ensure all relevant codes and standards are strictly adhered to when sourcing the new equipment.	
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	
The Department is currently under contract with the selected vendor to provide fire alarm and sprinkler testing and inspection under CT 03A 202540130*2112, which will expire on 1/31/2025 (a renewal is pending). The kitchen hood system upgrade falls outside of the current PM contract but the selected vendor currently remains as best situated to fulfill this emergency need.	
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	
A proposal was requested and received from the proposed vendor which is consistent with current rates charged under the existing contract as well as previous off-contract procurements.	
4. Describe the plan for future competition for the goods or services.	
The Department will utilize the competitive process for future procurements as appropriate.	

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):	 <p>Signed by: <i>Anthony Cantillo</i> 2/7/2025 <small>BE48CAE00CCD40Z...</small></p>		
Typed Name:	Anthony Cantillo, Deputy Commissioner	Date:	
Signature of DAFS Procurement Official:	 <p>DocuSigned by: <i>Kathy Paquette</i> <small>41C2BA36FAF44CD...</small></p>		
Typed Name:	Kathy Paquette	Date:	2/11/2025