



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 \$10,000 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, Maine State Prison		
Department Contract Administrator or Grant Coordinator:		Robert Boynton		
(If applicable) Department Reference #:				
Agency Department Code:	03B	Advantage CT / RQS #:	20260129000000001225	
Amount: (Contract/Amendment/Grant)		\$12,198.88		
CONTRACT	Proposed/Original Start Date:	Click or tap to enter a date.	Proposed/Most Recent End Date:	Click or tap to enter a date.
AMENDMENT	New Effective Date:		New End Date (if Applicable):	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Blake Thermal Sales & Service East Windsor, CT		
Brief Description of Goods/Services/Grant:		Boilers have two motors and sensors that are bad.		

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. Higher Education 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 Maine State Prison boilers have two motors and sensors that are in need of replacement. The large boilers need these motors to run at optimal levels and produce the correct steam output.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

The components for the boiler are proprietary to Cleaver-Brooks. Blake Thermal is the only current authorized Cleaver-Brooks distributor for the State of Maine (<https://findarep.cleaverbrooks.com/>).

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

Costs were quoted. The price seems to be in line after searching for similar motors that were not brand specific.

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

DOC will continue to follow procurement rules, as required.

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) or (026) – 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

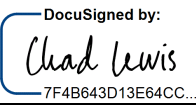
Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).

- The requesting department's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

PART VI: APPROVALS

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Chad Lewis	Date:	1/30/2026

2. Additional signature required **ONLY if box E (Emergency) is selected in PART II**. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.

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

****OSPS Section Only****

Signature of DAFS Procurement Official:			
Typed Name:	Justin Franzose	Date:	2/12/2026

Certificate Of Completion

Envelope Id: 2AF25F0D-B797-4FC8-9391-DA3B42EC9FF4	Status: Completed
Subject: Complete with Docusign: PJF Blake Thermal.docx	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 2	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Chad Lewis
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	chad.lewis@maine.gov
	IP Address: 70.109.160.171

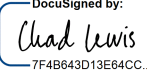
Record Tracking

Status: Original	Holder: Chad Lewis	Location: DocuSign
1/30/2026 1:08:21 PM	chad.lewis@maine.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: State of Maine - Office of Information Technology	Location: Docusign

Signer Events

Chad Lewis
 chad.lewis@maine.gov
 Director - Special Projects
 Maine Department of Corrections
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 7F4B643D13E64CC...
 Signature Adoption: Pre-selected Style
 Using IP Address: 70.109.160.171

Timestamp

Sent: 1/30/2026 1:09:14 PM
 Viewed: 1/30/2026 1:09:22 PM
 Signed: 1/30/2026 1:09:32 PM

Electronic Record and Signature Disclosure:
 Not Offered via Docusign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Marci Blakely
 Marci.L.Blakely@maine.gov
 Facility Manager
 Security Level: Email, Account Authentication (None)

COPIED

Sent: 1/30/2026 1:09:14 PM

Electronic Record and Signature Disclosure:
 Not Offered via Docusign

Melissa Gallace
 Melissa.J.Gallace@maine.gov
 Security Level: Email, Account Authentication (None)

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Sent: 1/30/2026 1:09:14 PM
 Viewed: 1/30/2026 4:14:33 PM

Electronic Record and Signature Disclosure:
 Not Offered via Docusign

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/30/2026 1:09:14 PM
Certified Delivered	Security Checked	1/30/2026 1:09:22 PM
Signing Complete	Security Checked	1/30/2026 1:09:32 PM
Completed	Security Checked	1/30/2026 1:09:32 PM

Payment Events	Status	Timestamps
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