

State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:		Administrative Office of the Courts (Judicial Branch)		
Department Contract Administrator or Grant Coordinator:		Michael A. Coty, State Judicial Marshal		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 10,850.00	Advantage CT / RQS #:	20210316*2452	
CONTRACT	Proposed Start Date:	7/1/2021	Proposed End Date:	6/30/2022
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:		Radiation Safety & Control Systems (RSCS) 93 Ledge Road Seabrook, NH 03874		
Brief Description of Goods/Services/Grant:		X-Ray Surveys and Radiological program audits		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)			
	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
x	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION
Please respond to ALL of the following:
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

State of Maine Procurement Justification Form

PART III: SUPPLEMENTAL INFORMATION

It is a requirement from the Department of Health and Human Services Radiation Control Program that all X-Rays used in Maine Courthouses be registered. In order for these X-Ray machines to be registered they are required to have Radiation Safety surveys completed on each unit within 30 days of being put in service and then every 2-years thereafter. This vendor, RSCS, is vendor approved by the Department of Health and Human Services Radiation Control Program.

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

Radiation Surveys are highly technical, and Radiation Safety & Control Services is the only licensed vendor accepted by the Department of Health and Human Services Radiation Control Program that has the capability to certify the Judicial Branch cabinet X-Ray machines.

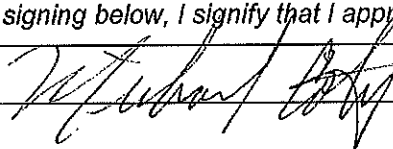
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

Research by the Office of Judicial Marshals revealed that Radiation Safety & Control Services was the only vendor available to provide the required radiation surveys to the Judicial Branch. The Office of Judicial Marshals negotiated the lowest possible price for each X-Ray machine.

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

Every 2-years the Office of Judicial marshals will research Maine and New England for available vendors that can qualify to provide radiation surveys that satisfy the requirement of Maine's Department of Health and Human Services Radiation Control Program.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
Printed Name:		Date:	
Signature of DAFS Procurement Official:	DocuSigned by: <i>William J.E. Allen</i>		
Printed Name:	2D5B8E39F57E44A... William J.E. Allen	Date:	3/18/2021

NOI 0320210173 03/18/2021 - 03/24/2021