



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:	Defense, Veterans and Emergency Management		
Department Contract Administrator or Grant Coordinator:	Sherrill Hallett		
(If applicable) Department Reference #:	21-038		
Amount: (Contract/Amendment/Grant)	\$ 95,000.00	Advantage CT / RQS #:	20210921*0743
CONTRACT	Proposed Start Date:	9/26/2021	Proposed End Date: 9/25/2022
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:	Click or tap to enter a date.	Grant Start Date: Click or tap to enter a date.
	Project End Date:	Click or tap to enter a date.	Grant End Date: Click or tap to enter a date.
Vendor/Provider/Grantee Name, City, State:	LoCurrent Systems, LLC 3522 County Highway 11 Cooperstown NY 13326		
Brief Description of Goods/Services/Grant:	Electronic Security replacement of compromised parts		

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 checked="" 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
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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 access control system located at the RTI has failed and is unrepairable. This system will need to be replaced as soon as possible. I will have LoCurrent provide the department with the material and personnel to assist with the replacement of all parts and programs. This will use the funds remaining from FY 21. We will add an additional \$95,000 to the contract to cover repairs and replacement parts to Camp Chamberlain to upgrade their system as well.

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

Vendor was awarded the contract via the RFP process. RFP 202107110

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

The price was found to be fair and reasonable based as bid in the RFP Process. Having the work done on both locations will save the Department a significant sum of money from travel and lodging costs.

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

Department will follow State rules and regulations when it's time to go back out to bid again.

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: Sherrill Hallett Date: 3/17/2022

Signature of DAFS Procurement Official:  3/18/2022

Typed Name:	Click or tap here to enter text.	Date:	Click or tap to enter a date.
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