



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
**DIVISION OF 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 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:		DAFS/BGS	
Department Contract Administrator or Grant Coordinator:		Jill M. Instasi, BGS Senior Project Manager	
(If applicable) Department Reference #:		18A	
Amount: (Contract/Amendment/Grant)	\$ 61,011.20	Advantage CT / RQS #:	18A 20220314*2076
CONTRACT	Proposed Start Date:	3/14/2022	Proposed End Date: 12/30/2022
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:		A&D Construction Plus Inc.	
Brief Description of Goods/Services/Grant:		Environmental Services/Pest Management	

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 Stone Building is in need of repairs in order to prevent further deterioration of the building. We are working with an AE company on the repairs but in order to allow folks to safely enter the space we need the pests (bats, pigeons, squirrels, other) removed and the guano cleaned up as it is a safety issue.

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

A&D Construction Plus is a reputable State vendor who is highly regarded by the Maine IF&W agency. I got a personal call (reference) from someone at the Maine IF&W agency for this vendor for managing pest removals especially for bats. BGS has reached out to other vendors such as Midcoast Wildlife Services but they are not available, and this work needs to get done right away in order to not hold up additional work planned for the building. There are only a handful of licensed professional vendors who can do this type of work in managing the bat populations in the State.

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

The fees seem justifiable and very reasonable.

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

We could do an RQS through AdvantateME in the future if we get them and others added to the system.

### 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):

DocuSigned by:

*Elaine Clark*

3/16/2022

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Typed Name:

Elaine Clark, DAFS Deputy  
Commissioner

Date:

**Procurement Justification Form (PJF)**

Signature of DAFS Procurement Official:	DocuSigned by: <i>Sue H. Garcia</i>		
Typed Name:	E5DB92AC0E8D490. Sue H. Garcia	Date:	3/25/2022