



## 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:	Dept of Marine Resources / Marine Patrol		
Department Contract Administrator or Grant Coordinator:	Capt Matt Talbot		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 8,500.00	Advantage CT / RQS #:	13A 20220321000000001037
<b>CONTRACT</b>	Proposed Start Date:	3/21/2022	Proposed End Date: 4/30/2022
<b>AMENDMENT</b>	Original Start Date:		Effective Date:
	Previous End Date:		New End Date:
<b>GRANT</b>	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:	Billings Diesel & Marine Service, Inc 72 Moose Island Causeway PO Box 67 Stonington, ME 04681		
Brief Description of Goods/Services/Grant:	Emergency Vessel Repair Service		

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

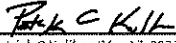

Please respond to ALL of the questions in the following sections.

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.	<p>Emergency repair service is required aboard the patrol vessel <i>Sergeant</i> due to the failure of the vessel's engine raw water pump. The service will include emergency replacement of the main engine raw water pump due to mechanical failure. This repair is required in order to maintain the patrol vessel in "response ready" condition. The vessel is utilized by the Bureau of Marine Patrol for year-round law enforcement and search and rescue operations.</p>
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	<p>The vendor, Billings Diesel &amp; Marine, is familiar with the <i>P/V Sergeant</i> and is local to the vessel's homeport. The vendor is a certified CAT engine dealer and routinely services the engine aboard the <i>Sergeant</i>. The vendor is ready and able to perform the work as soon as the water pump is received.</p>
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	<p>The vendor has a long-standing history of service and repair aboard DMR boats and is trusted in the industry. The work will be overseen by the officer-in-charge of the vessel to ensure the invoicing is accurate. The majority of the cost is the pump itself; the remainder is the cost for installation based on man hours required.</p>
4. Describe the plan for future competition for the goods or services.	<p>Future repair and maintenance work aboard DMR vessels will continue to follow current procurement guidelines; including continued use of competitive bids through both the RFP and PQVL processes. In this particular case, the vessel requires emergency repair service in a timely manner in order to maintain response readiness.</p>

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	

PART V: APPROVALS	
The signatures below indicate approval of this procurement request.	

Procurement Justification Form (PJF)

Signature of requesting Department's Commissioner (or designee):	 Patrick C. Keliher (Mar 17, 2022 15:50 EDT)		
Typed Name:	Patrick Keliher	Date:	
Signature of DAFS Procurement Official:	DocuSigned by: 		
Typed Name:	2D5B6E39F57E44A... William J.E. Allen	Date:	3/29/2022

NOI 0320220269 03/29/2022 - 04/04/2022






# PJF Sergeant Emergency Service March 2022

Final Audit Report

2022-03-17

Created:	2022-03-17
By:	Kathleen Brosnan (kathleen.brosnan@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAQKsdp89wGfH9KUZgBWRN0S1oOEttPGyg

## "PJF Sergeant Emergency Service March 2022" History

-  Document created by Kathleen Brosnan (kathleen.brosnan@maine.gov)  
2022-03-17 - 6:48:34 PM GMT- IP address: 198.182.163.115
-  Document emailed to Patrick C Keliher (patrick.keliher@maine.gov) for signature  
2022-03-17 - 6:49:48 PM GMT
-  Email viewed by Patrick C Keliher (patrick.keliher@maine.gov)  
2022-03-17 - 7:48:15 PM GMT- IP address: 98.11.136.47
-  Document e-signed by Patrick C Keliher (patrick.keliher@maine.gov)  
Signature Date: 2022-03-17 - 7:50:33 PM GMT - Time Source: server- IP address: 98.11.136.47
-  Agreement completed.  
2022-03-17 - 7:50:33 PM GMT