



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:		DACF/MFS/FPD	
Department Contract Administrator or Grant Coordinator:		Cheri Bellavance	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$33,734.00	Advantage CT / RQS #:	RQS 01A 20210401*0915
CONTRACT	Proposed Start Date:	n/a	Proposed End Date:
AMENDMENT	Original Start Date:	n/a	Effective Date:
	Previous End Date:		New End Date:
GRANT	Project Start Date:	n/a	Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		K&T Environmental Equipment PO Box 360/ 1143 Crystal Rd. Island Falls, Me. 04747 1-800-675-2848	
Brief Description of Goods/Services/Grant:		Items needed to complete build of 2- 2022 Type 6 fire engines	

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 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 Maine Forest Service is in the process of building 3 new engines for wildfire response. K&T Environmental was the winning and only bidder for this project. We need to add several additional items to the build that could not be written into the original contract in order for these engines to meet National and State standards. We have worked with K&T for a number of years on other truck builds and they have always done a professional job at a fair price. The additional items include emergency lighting, winches, brush guards, running boards, spare tire mount, additional fuel tanks, foam system, lockable doors, garden hose reel, upgrade cabinet lighting, additional shelving etc. In the past we have had all these things done at a number of other contractors. K&T will complete the install of these additional items right at their shop without us having to find other available contractors or moving these vehicles a number of times which will save time and money.

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

- This vendor was the only bidder for the RFQ

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

This is a unique vendor that can add various additional equipment to the new engines we are building. This will save time and money as these vehicles will not need to be moved a number of times to other contractors that may only be able to work on one or two additional components.

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

Bid process

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.

Procurement Justification Form (PJF)

Signature of requesting Department's Commissioner (or designee):	DocuSigned by: <i>Amanda E. Beal</i>		
Typed Name:	20AF3A2882BB4AA... Amanda E. Beal	Date:	2/28/2023
Signature of DAFS Procurement Official:	DocuSigned by: <i>William J.E. Allen</i>		
Typed Name:	2D5B6E39F57E44A... william J.E. Allen	Date:	3/17/2023

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