



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.

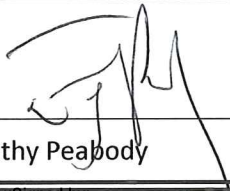
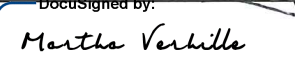
PART I: OVERVIEW			
Department Office/Division/Program:	Inland Fisheries and Wildlife		
Department Contract Administrator or Grant Coordinator:	Richard Parker, Director of Engineering		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 7,394.66	Advantage CT / RQS #:	20230213*2086
CONTRACT	Proposed Start Date:	2/20/2023	Proposed End Date: 6/30/2023
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:	VC1000057779 Maine Fire Protection Inc, PO Box 1050 Bangor ME 04402-1050		
Brief Description of Goods/Services/Grant:	Update existing Fire Alarm System		

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.	Upgrade existing fire alarm system at IFW Enfield regional office facility located at 16 Cobb Road, Enfield ME. Replacement parts for the current system are unavailable due to the age of the system. Current system is in trouble mode and requires the immediate upgrade to maintain the integrity of the alarm system.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	Maine Fire Protection, Inc. currently services the sprinkler system at the Enfield facility and are very familiar with the system. It is desirable to use a familiar local vendor at this location as finding qualified service contractors has proven most difficult in that region.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	A search was conducted for cost of products the vendor is supplying. Pricing offered by the vendor is equal or less then costs found.
4. Describe the plan for future competition for the goods or services.	In the future, we hope to identify aged fire security systems prior to the systems going into trouble mode. This will allow sufficient time to safely and properly bid system replacement.

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.			
Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Timothy Peabody	Date:	2/14/2023
Signature of DAFS Procurement Official:	DocuSigned by: 		
Typed Name:	891CE7A1493D45B... Martha Verhille	Date:	3/20/2023