



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
OFFICE OF STATE 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 Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Department of Administrative and Financial Services(DAFS) Bureau of General Services (BGS) Division of Planning, Design & Construction (PDCD)	
Department Contract Administrator or Grant Coordinator:		Kristen Haskell 207-592-4063	
(If applicable) Department Reference #:		2584 Greenlaw Building – Emergency Chiller 2025	
Amount: (Contract/Amendment/Grant)	\$ 199,150.52	Advantage CT / RQS #:	RQS 18A 20250224*1192
CONTRACT	Proposed Start Date:	3/1/2025	Proposed End Date: 9/30/2025
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:		JR BALSAN INC dba JOHNSTONE SUPPLY 195 Thatcher Street, Bangor ME 04401 VC0000259301	
Brief Description of Goods/Services/Grant:		Emergency Portable 300T Chiller Reservation and Rental	

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 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.	<ul style="list-style-type: none"> • The new chiller at the Greenlaw building had multiple failure modes which shut down the laboratory’s ability to do testing during the summer of 2024 (BGS 5284 Greenlaw Renovation Project). A secondary piping and electrical system were installed (Port City Mechanical) to support a rental emergency chiller (Johnstone Supply) last summer so the lab could continue to do their work. • The vibration control as designed by A/E firm were not installed and several system failures were caused by excessive vibration. After the failures arose, Johnson & Jordan (Chiller installation subcontractor) instituted a recommended fix from an outside consulting firm they hired. This consisted of the use of substantially less significant vibration controls than the original design. • Multistack (OEM) performed several smaller fixes for vibration control on the unit as well replacing vibration damaged chiller components. • BGS would like to line up a rental for this summer (2025) to mitigate the risk of potential lab shut down again since none of the fixes have been tested under load.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	<p>In 2024, BGS obtained three quotes for a portable chiller and Johnstone Supply was the least expensive and had a chiller available. In addition to the chiller rental cost which was approximately \$128,000, additional costs included the infrastructure required to support the emergency chiller. This included piping, and power supply requirements as well as breakers sized specifically for this DAKIN 300T Chiller. If a different chiller make and model were to be rented, it may be necessary to expend additional resources to update the infrastructure in place to accommodate different power and flow requirements. Rental chillers are a specialized service and often are unavailable in times of need. It will be necessary to reserve this chiller starting March 1st to ensure that the chiller will be available during the summer when the demand is high to control the laboratory environments. Chiller reservation is 50% of the monthly rental cost to reserve the chiller for the month. If this chiller is not reserved starting in March and therefore not available, the laboratory may need to be shutdown again during the summer months if the existing chiller fails and a portable replacement chiller is not available.</p>
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	<p>The current YOY costs from Johnstone Supply as quoted for this year’s rental are in alignment with inflation and the current business climate. This request assumes that other competitive bids which were garnered last year, would likely see similar inflationary cost increases in line with those proposed by Johnstone Supply, if put back out to competitive bid. The other competitive bids obtained last year were in fact higher than the new cost with YOY increase we are seeing from Johnstone Supply in this new quote.</p> <p>Verbiage in the contract for this service shall indicate the following: The State may continue to reserve the chiller unit until the time of need arises for mobilization and rental. If the adjunct vibration control installed by Johnson & Jordan does perform as required, when the chiller is put under full load, the State is not required to rent or continue reserving the unit at any time during the contract duration. Therefore, the cost outlined here is the maximum possible cost of this reservation and rental agreement.</p>
4. Describe the plan for future competition for the goods or services.	<p>We plan on having the issues with the new chiller resolved by the end of the summer 2025 and will no longer be needing this supplemental emergency chiller.</p>

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.


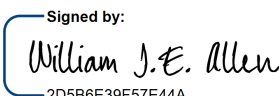
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).

The requesting department signatory understands and acknowledges Maine’s Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department’s Commissioner (or designee):			
Typed Name:	Elaine Clark DAFS Deputy Commissioner	Date:	2/25/2025
Signature of DAFS Procurement Official:			
Typed Name:	william J.E. Allen	Date:	3/5/2025