



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:		DEP / Water Bureau / Division of Environmental Assessment	
Department Contract Administrator or Grant Coordinator:		Rob Mohlar	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 10,000.00	Advantage CT / RQS #:	06A 20220315*2104
CONTRACT	Proposed Start Date:	5/1/2022	Proposed End Date: 12/31/2022
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:		Wilson Engineering LLC, 4714 Laporte Ave., Loveland, CO 80538	
Brief Description of Goods/Services/Grant:		WRDB Software support to update and enhance existing DEP database projects.	

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.

Water Resources Database (WRDB) is a computer software program developed for federal and state governmental agencies to manage and display environmental data. The base software is free for public use; however, the Department has previously worked with the software developer to procure the development of two WRDB projects that were created to enhance access to two vital program databases: EGAD and PCS. This current phase of work will provide essential updates to the software and implement productivity enhancements associated with Department workflows.

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

WRDB is a software application that was created solely by the specified vendor. There are no other vendors that could potentially conduct this work due to the inherent learning curve.

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

The Department has a long history with developing database solutions. This database solution is cheaper than other considered options by orders of magnitude. The WRDB product has been widely adopted at DEP because it has proven to be so useful.

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

There are no plans due to the very specific and unique aspect of this project.

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


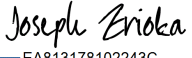
Does this request utilize ARPA/MJRP funds?

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):		
Typed Name:	Melanie Loyzim	Date: Mar 28, 2022
Signature of DAFS Procurement Official:		
Typed Name:	Joseph Zrioka	Date: 4/7/2022