



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:		Maine Department of Transportation (Maine State Ferry Service)	
Department Contract Administrator or Grant Coordinator:		Jim Savoy	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 5,862.50	Advantage CT / RQS #:	
CONTRACT	Proposed Start Date:	9/18/2021	Proposed End Date: 10/31/2022
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:		Baxter Marine	
Brief Description of Goods/Services/Grant:		GP Link hardware and 1 yr subscription to SaaS	

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.

The Department built a new vessel, Capt. Richard G. Spear. During setup, we wished to take advantage of the engine data integration feed into our Baxter Marine Vanguard asset management system. This allows the system to automatically collect engine data such as hours operated for improved maintenance management. This integration required purchase of parts and 1 yr subscription to GPLINK SaaS to collect the data and feed it into Vanguard. The Department erroneously purchased these through Baxter Marine – the program manager and vendor failed to realize that it was out of the scope of the contracted services. The contract administrator noticed it when the invoice arrived.

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

The hardware and services were obtained from GPLink by Baxter Marine and provided to the State due to the error described above. We feel that despite the error, the State should pay the bill as it received, accepted, and is using the services and hardware delivered.

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

The costs were negotiated by Baxter Marine(Formerly Wheelhouse Technologies) and GPLink.

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

Should this pilot work, the Department does intend to equip the rest of the Ferry Services fleet with this technology. In that case, they will procure through competitive processes. There are other vendors that can provide the services, and an agreement with Baxter Marine is not required for the implementation...they will work with any vendor.

The hardware is already be available under our competitively awarded contract for CAT parts.

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:

William Pulver, C.O.O.

Date:

4-14-2022

Procurement Justification Form (PJF)

Signature of DAFS Procurement Official:	DocuSigned by: <i>Joseph Zrioka</i> <small>EA813178102243G...</small>		
Typed Name:	Joseph Zrioka	Date:	4/26/2022