



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:		Dept Marine Resources/Bureau Marine Science/Maintenance		
Department Contract Administrator or Grant Coordinator:		Michael Erwin / Amanda Webb		
(If applicable) Department Reference #:		N/A		
Amount: (Contract/Amendment/Grant)	\$10,629.99	Advantage CT / RQS #:	13A	20230403000000001209
CONTRACT	Proposed Start Date:	3/20/2023	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:		F.W Webb 3 Slater Road Cranston RI 02920-4458		
Brief Description of Goods/Services/Grant:		Aquatic pumps, flanges, connections		

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.

There is an immediate need to repair the integrated seawater system associated with the Maine State Aquarium (MSA) located in West Boothbay Harbor. Existing pumps have malfunctioned and need to be replaced in order to restore operation of the filtration system. Without a functioning filtration system, it is not possible to sustain animal wellbeing and health. Animals are currently being housed in a temporary set up; this arrangement can only be relied upon for a short timeframe.

The Department has received emergency supplemental funds to expedite repairs to the Maine State Aquarium (MSA) to facilitate opening in Summer 2023. Without the required repairs, the Department will not be able to open to the public in a safe and informative manner. The MSA was closed in 2020 because of the COVID 19 pandemic. An attempt to reopen in 2022 was made, several significant issues impacting visitor safety, animal health and wellbeing, and facility integrity were identified. The MSA serves as a regional draw for Lincoln County and the Boothbay Harbor Region, with 30,000 visitors prior to the pandemic.

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

This vendor agreement provides the necessary pumps, flanges, and connections to repair and restart the filtration system for MSA. This vendor has the needed equipment in stock and ready to ship. Emergency supplemental funds provided by LD-206 to facilitate the refurbishment of the Maine State Aquarium (MSA). LD 206 indicates a reopen deadline in the summer season of 2023. Due to the shortened timeline, and the fact that the system has immediate repairs needed, this vendor is uniquely equipped to supply the required pumps to get the system fully functioning to keep the animals alive and healthy.

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

The costs are in line with other companies; this vendor has the needed equipment in stock and ship immediately. This vendor is in New England and shipping costs and time benefit the State and the need.

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

This is a one-time need based on equipment malfunction and the need to replace.

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

Does this request utilize ARPA/MJRP funds?

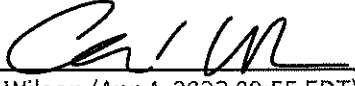
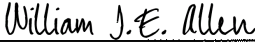
Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

Procurement Justification Form (PJF)

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	 Meredith Mendelson Apr 12, 2023 <small>Meredith Mendelson (Apr 12, 2023 11:57 EDT)</small> Carl Wilson (Apr 4, 2023 09:55 EDT)		
Typed Name:	Carl Wilson, Bureau Director	Date:	Apr 4, 2023
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Typed Name:	<small>2D5B6E39F57E44A...</small> William J.E. Allen	Date:	4/19/2023






PJF for FW emergency repaid

Final Audit Report

2023-04-04

Created:	2023-04-04
By:	Bethany Trussell (bethany.trussell@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAQvbXbkufAT9KuQDKav7YpOZliGrrszb7

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-  Document created by Bethany Trussell (bethany.trussell@maine.gov)
2023-04-04 - 12:17:45 PM GMT
-  Document emailed to Carl Wilson (carl.wilson@maine.gov) for signature
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-  Email viewed by Carl Wilson (carl.wilson@maine.gov)
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-  Document e-signed by Carl Wilson (carl.wilson@maine.gov)
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PJF_EMERGENCY_REPAIR

Final Audit Report

2023-04-12

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Status:	Signed
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-  Document created by melissa macaluso (melissa.macaluso@maine.gov)
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2023-04-12 - 3:57:00 PM GMT- IP address: 104.47.65.254
-  Signer meredith.mendelson@maine.gov entered name at signing as Meredith Mendelson
2023-04-12 - 3:57:43 PM GMT- IP address: 67.253.15.82
-  Document e-signed by Meredith Mendelson (meredith.mendelson@maine.gov)
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