



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:		Department of Public Safety, FMO	
Department Contract Administrator or Grant Coordinator:		Lt. Bruce G. Scott, MSP/Traffic Division	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ \$87,516.50	Advantage CT / RQS #:	RQS 16A 2023042*1294
CONTRACT	Proposed Start Date:	4/24/2023	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:		McGovern Municipal HQ , Framingham, MA	
Brief Description of Goods/Services/Grant:		Two Chevrolet Tahoe PPV	

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 two Chevrolet Tahoes are vehicles the FMO needs for investigators to respond and investigate fire scenes. These vehicles provide the space needed to safely carry the necessary equipment.

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

The FMO searched all Maine dealerships for both vehicle platforms. There were none available in the state of Maine and none of the major dealerships had a timeframe on possible future deliveries.

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

The Chevrolet Tahoe PPV is \$2000 less than recently purchased Tahoes purchased from Quirk and delivered to the Maine State Police.

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

Due to limited supply of specific vehicles needed for DPS functions, all of DPS should be looking to receive bids in the future for Hybrid Ford F150 trucks, Chevrolet Tahoe's, and Ford Explorer PIU's, all of which are used throughout the Department.

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:

Derek Gorneau

Date:

4/24/2023

Signature of DAFS Procurement Official:

DocuSigned by:
William J.E. Allen
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Typed Name:	william J.E. Allen	Date:	4/27/2023
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