



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.


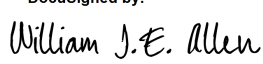
PART I: OVERVIEW			
Department Office/Division/Program:	Department of Public Safety, FMO		
Department Contract Administrator or Grant Coordinator:	Lt. Bruce G. Scott, MSP/Traffic Division		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 31,000.	Advantage CT / RQS #:	RQS 16A 20230424*1296
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:	Darlings Ford, Bangor, ME		
Brief Description of Goods/Services/Grant:	One 2023 Ford Escape		

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 one Ford Escape vehicle is needed to replace one of the inspectors' vehicles in our aging fleet. Darlings had the most recent bid on similar vehicles and was able to locate one at a similar price point to the ones delivered in 2022.
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 several Maine dealerships looking for a vehicle that would be like those used by FMO investigators. This Ford Escape has proven to be effective to help us in our daily mission. Darlings has one available now and due to inventory, we believe this
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	The price of the Ford Escape is in line with other dealerships that have them in stock.
4. Describe the plan for future competition for the goods or services.	The State needs to get a bid request out for these style of vehicles.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).	
<input checked="" type="checkbox"/> 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: 		
Typed Name:	William J.E. Allen	Date:	4/27/2023

NOI 0420230403 04/27/2023 - 05/03/2023