

## State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

### PART I: OVERVIEW

Department Office/Division/Program:		Bureau of General Services		
Department Contract Administrator or Grant Coordinator:		Deane Rykerson		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$16,644.97	Advantage CT / RQS #:	RQS 07A 20240327*1403	
<b>CONTRACT</b>	Proposed Start Date:	1 April 2024	Proposed End Date:	14 June 2024
<b>AMENDMENT</b>	Original Start Date:		Effective Date:	
	Previous End Date:		New End Date:	
<b>GRANT</b>	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Daves Appliance, Inc. 59 Central St. Winthrop ME 04364		
Brief Description of Goods/Services/Grant:		New range for the Blaine House Kitchen		

### PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
X	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

### PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

**1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.**

Existing cooking range is dangerous and inefficient. A new commercial range is required.

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## PART III: SUPPLEMENTAL INFORMATION

**2. Provide a brief justification for the selected vendor to supplement the response in Part II.**

Size and requirements for new range are unique and only supplied in a short time frame by a single Maine vendor.

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

Negotiations with vendor resulted in lowest cost possible.

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

Future replacements to be procured competitively.

## PART IV: APPROVALS

**Signature of requesting  
Department's Commissioner  
(or designee):**

*By signing below, I signify that I approve of this procurement request.*



**Printed Name:**

Elaine Clark

**Date:**

March 29, 2024

**Signature of DAFS  
Procurement Official:**

*William J.E. Allen*

**Printed Name:**

DocuSigned by:  
2D5B6E39F57E44A...  
William J.E. Allen

**Date:**

3/29/2024

NOI 0420240349

Daves Appliance, Inc.  
59 Central Street  
Winthrop, ME 04364  
2073778858  
<http://davesappliancewin.com>

# Quote

ADDRESS  
State of Maine  
Blaine House  
221 State St.  
Augusta, ME 04330

QUOTE # 3709840  
DATE 11/27/2023

SALES REP  
Jessica

PHONE  
Chris 207-624-7500

DESCRIPTION	QTY	PRICE EACH	AMOUNT
<b>VDR5488BSSLP</b> Viking 48" Dual Fuel Range - 5 Series 8 Burner LP	1	14,999.99	14,999.99T
<b>Accessories</b> LP Conversion Kit #LPKPDR	1	179.99	179.99T
<b>Accessories</b> #HS24548SS- high shelf for 48" range	1	1,239.99	1,239.99T
<b>Delivery</b> Blaine House - Augusta	1	150.00	150.00T
<b>Service</b> Gas Range Conversion	1	75.00	75.00

This is an estimate only. Charges may exceed this amount.

SUBTOTAL 16,644.97  
TAX (0) 0.00  
TOTAL **\$16,644.97**

Accepted By

Accepted Date

Thank you for your business!  
The cancellation of this order is subject to a 25% restocking fee.