



## 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 DOT Human Resources Training Center		
Department Contract Administrator or Grant Coordinator:	Valerie Moody		
(If applicable) Department Reference #:	42835		
Amount: (Contract/Amendment/Grant)	\$ 35,000.00	Advantage CT / RQS #:	20210525000000003376
<b>CONTRACT</b>	Proposed Start Date:		Proposed End Date:
<b>AMENDMENT</b>	Original Start Date:	<b>5/25/2021</b>	Effective Date:
	Previous End Date:	<b>7/31/2024</b>	New End Date:
<b>GRANT</b>	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:	JT Sturm Corporation DBA Cranes 101, Bellingham, MA 02019		
Brief Description of Goods/Services/Grant:	National Center for Construction Education and Research Crane Operator Certification Course		

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 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.

Crane operator certification is required by OSHA subpart CC -Cranes and Derricks in Construction, for operation of cranes with a lifting capacity above 2000 pounds. MaineDOT uses three such types of cranes (Interstate Sign Truck -Elliot Crane, Bridge -Knuckle-boom articulating cranes, and the auger truck with crane used by the Electricians). These cranes are operated by a variety of employees, all of whom must be certified to operate.

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

Cranes 101 certifies crane operators with the National Center for Construction Education and Research (NCCER). The certified written and practical exams are both performed onsite. Cranes 101 employs a crane instructor based in Maine which provides greater scheduling flexibility and cost savings with those onsite exams.

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

Cranes 101 cost per course participant are all inclusive including the following: travel, expenses, and one crane certification through NCCER (written and practical exams). Other certification entities charge additional costs above and beyond the course cost per participant.

Cranes 101 offers the ability to certify operators on multiple types of cranes at an additional rate of \$175 per type without the need to repeat the classroom or written exam. Failed exams can be retaken within a year's time for an additional \$190.

Cranes 101 is willing to work with MaineDOT to train both experienced and new operators together by offering experienced operators to attend only 3 days of 4-day training, at a lower cost, understanding that the fourth day is focused on hands-on training for the new operator to gain the skills to pass the practical exam.

MaineDOT Office of Health and Safety finds Cranes 101 rates to be fair and reasonable.

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

A new MaineDOT RFP for "Training for Employee Development" was released late in 2023. These services will be included in that RFP.

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

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.



**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

Does the requesting Department signatory understand and acknowledge Maine's COI Statute?

Yes, the requesting Department understands and acknowledges MRS Title 5, §18-A, 2.

**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	William A. Pulver, Chief Operating Officer	Date:	4-12-2024
Signature of DAFS Procurement Official:	DocuSigned by:  41C2BA36FAF44CD...		
Typed Name:	Kathy Paquette	Date:	4/18/2024