

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:	Corrections, Mountain View Correctional Facility			
Department Contract Administrator or Grant Coordinator:	Gerald Merrill			
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$14,278.00	Advantage CT / RQS #:		
CONTRACT	Proposed Start Date:	04/29/2021	Proposed End Date:	06/30/2021
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:	Central Maine Refrigeration Corp Dover-Foxcroft, ME 04426			
Brief Description of Goods/Services/Grant:	Replacement of 2 single stage Trane compressors			

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
	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.

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PART III: SUPPLEMENTAL INFORMATION

The facility has two HVAC compressors that are beyond repair and in need of replacing. Without these the climate control and air flow does not work. This has the potential of causing life safety issues, i.e. high humidity and low air flow leading to mold growth and poor-quality air. The failing compressors also causes a strain on the system which could lead to other failures.

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

Central Maine Refrigeration is a local vendor that has worked on our systems in the past. They are available to begin work immediately. They are an authorized Trane dealer and our systems are Trane systems


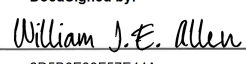
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

Quotes specific to the needed replacement.

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

If given time to do so we could place out to bid.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
Printed Name:	Ryan F. Thornell, Deputy Commissioner	Date:	5/4/2021
Signature of DAFS Procurement Official:	<div style="border: 1px solid black; padding: 2px; display: inline-block;"> <small>DocuSigned by:</small>  <small>2D5B6E39F57E44A...</small> </div>		
Printed Name:	William J.E. Allen	Date:	5/6/2021

NOI 0520210321 05/07/2021 - 05/13/2021