



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
DIVISION OF PROCUREMENT SERVICES
 STATE OF MAINE

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 Agriculture, Conservation & Forestry, Forest Health, and Monitoring	
Department Contract Administrator or Grant Coordinator:		Jeff Harriman	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	5132.00	Advantage CT / RQS #:	RQS 01A 20230501000000001324
CONTRACT	Proposed Start Date:	3/16/2023	Proposed End Date: 5/31/2023
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:		Mid Maine Marine., Inc. 885 Kennedy Memorial Drive Oakland, Maine 04963	
Brief Description of Goods/Services/Grant:		Lund WC-14 with special 15" transom	

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.

This boat is to provide transportation to Forest Inventory Plots on bodies of water that are not accessible by other means of transportation.

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

This vendor is capable of constructing a boat that will meet the requirement of the current outboard motor the Division currently owns.

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

Mid Maine Marine is the only vendor that will be able to provide a boat with a 15-inch transom to match the current short shaft outboard motor.

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

The division will continue to look for other vendors in the future that can provide a similar product but currently will save thousands of dollars by not purchasing a new motor to fit the transom height.

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):

DocuSigned by:

Amanda E. Beal

Typed Name:

Amanda E. Beal

Date:

3/27/2023

Signature of DAFS
Procurement Official:

DocuSigned by:

William J.E. Allen

Typed Name:

william J.E. Allen

Date:

5/8/2023

NOI 0520230436 05/09/2023 - 05/15/2023