



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:		DACF/MFS/FPD	
Department Contract Administrator or Grant Coordinator:		Cheri Bellavance	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$9120.00 +SH	Advantage CT / RQS #:	RQS 2023051000000001376
CONTRACT	Proposed Start Date:	n/a	Proposed End Date:
AMENDMENT	Original Start Date:	n/a	Effective Date:
	Previous End Date:		New End Date:
GRANT	Project Start Date:	n/a	Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Mercedes Textiles LTD 5838 Cypihot, St-Laurent, QC, Canada H4S 1Y5 Tel.:(514) 335-4337 Fax: (514) 335-9633 www.mercedestextiles.com	
Brief Description of Goods/Services/Grant:		Purchase of specialized wildland fire hose	

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 specialized firefighting hose that we are purchasing is to replace destroyed/unusable hose. Delay in this purchase could result in not being able to fight forest fires and provide towns with the necessary equipment to also fight fires.

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

The Maine Forest Service receives a dealer discount from this vendor and can purchase supplies directly from the factory at dealer cost or below. This is a specialty firefighting hose that is only available at a limited number of dealers. The hose is being sold directly to us at a cost of \$38.00 per length, the closest competitor has quoted us a price of \$70.00 a length. We are looking to purchase 240 lengths of this hose, so this is a savings of \$7680.00 on this purchase alone.

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

We are able to purchase items directly from the dealer at manufacturers costs. The Maine Forest Service has contacted several other vendors who cannot compete with the prices given by Mercedes Textile.

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

Prices from other suppliers will continue to be monitored to make sure we are getting the lowest prices available.

### 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):

*Amanda E. Beal*

## Procurement Justification Form (PJF)

Typed Name:	Amanda E. Beal	Date:	5/13/2023
Signature of DAFS Procurement Official:	DocuSigned by: <i>William J.E. Allen</i>		
Typed Name:	william J.E. Allen	Date:	5/22/2023

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