



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

PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$10,000 submitted to the Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Department of Corrections, Maine State Prison	
Department Contract Administrator or Grant Coordinator:		Robert Boynton	
(If applicable) Department Reference #:			
Agency Department Code:	03B	Advantage CT / RQS #:	20260424000000001667
Amount: (Contract/Amendment/Grant)	\$6028.21		
CONTRACT	Proposed/Original Start Date:	12/22/2025	Proposed/Most Recent End Date: 5/31/2026
AMENDMENT	New Effective Date:		New End Date (if Applicable):
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Southworth Milton Inc Boston, MA	
Brief Description of Goods/Services/Grant:		Emergency repair of CAT generator that has fuel leak at injection pump	

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 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. Higher Education 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.

Bolduc Correctional Facility needed emergency repair/maintenance to correct fuel leaks at injection pump on generator. We needed to ensure they are safe and functioning for operational during power outages. The generators provide power to all areas of the facility and keep the facility operating during short- and long-term power outages.

The original price quoted was \$11153.20 – RQS 03B 20251222*1050 was submitted. A part needed to be rebuilt, and the invoice was significantly higher. This RQS covers the additional costs.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

The generator systems are proprietary to the selected vendor, and they have completed many inspections and repairs at the facility. The technicians are certified to work on the equipment, and the vendor was immediately available to complete the service. The vendor is the only vender qualified for this type of work in the immediate area around the facility.

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

The services quoted are for emergency repair and are comparable to similar services we've received in the past.

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

DOC will continue to follow procurement rules, as required. If other vendors become available who can provide this service, DOC will get quotes for services they offer, when appropriate

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) or (026) – 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

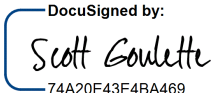
Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).

The requesting department's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

PART VI: APPROVALS

Governor/Department Commissioner or Designee

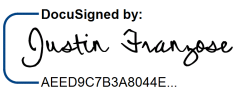
1. The signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Scott Goulette	Date:	4/27/2026

2. Additional signature required **ONLY if box E (Emergency) is selected in PART II**. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Anthony Cantillo	Date:	4/27/2026

****OSPS Section Only****

Signature of DAFS Procurement Official:			
Typed Name:	Justin Franzose	Date:	5/1/2026