

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:		Dept of Public Safety - Fire Marshal's Office	
Department Contract Administrator or Grant Coordinator:		Joseph Thomas Jaye Parker	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 20,718.50	Advantage CT / RQS #:	RQS-16A-20200626*1407
CONTRACT	Proposed Start Date:	Proposed End Date:	
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:		Safeware Lanham MD	
Brief Description of Goods/Services/Grant:		Gas meter	

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.

A survey was sent to all fire departments statewide identifying the need for gas meters in response to the tragic deadly explosion due to a gas leak in Farmington. The state is providing meters to the 22 participating departments that identified a need for this equipment.

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PART III: SUPPLEMENTAL INFORMATION

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

The delay in determining that the survey results could be used to provide gas meters to the departments who had a need delayed the ability to order sooner using the funds set aside in this year's budget for this purpose.

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

This was the only current vendor that carries this product in the system.

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

This is a one-time purchase.

PART IV: APPROVALS

**Signature of requesting
Department's Commissioner
(or designee):**

By signing below, I signify that I approve of this procurement request.

DocuSigned by:

Michael Sauschuck

Printed Name:

Michael Sauschuck

Date:

6/26/2020

**Signature of DAFS
Procurement Official:**

DocuSigned by:

William J.E. Allen

Printed Name:

william J.E. Allen

Date:

6/26/2020