



## 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:	EDUCATION IN THE UNORGANIZED TERRITORY		
Department Contract Administrator or Grant Coordinator:	Richard Colpitts		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	9,666.11	Advantage CT / RQS #:	CT 05C 20220428*2660
<b>CONTRACT</b>	Proposed Start Date:	<b>6/1/2022</b>	Proposed End Date: 12/30/2022
<b>AMENDMENT</b>	Original Start Date:		Effective Date:
	Previous End Date:		New End Date:
<b>GRANT</b>	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:	BLAKELY PLUMBING AND HEATING		
Brief Description of Goods/Services/Grant:	PURCHASE & INSTALL WATER FILTRATION SYSTEM @ KINGMAN ELEMENTARY SCHOOL		

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.

The Kingman Elementary School's water has failed water testing and it has been determined that the water contains high levels of coliform and is unsafe to consume. Through testing and working with a vendor it has been determined that the sealed well, shaft and piping are fine and that the water itself is contaminated. Thus, drilling a new well would not solve the coliform issue. Currently, bottled water is being purchased for cooking and for staff and students to drink. [Click or tap here to enter text.](#)

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

Three area vendors were contacted and invited to come to the school, review the issue, and submit a bid. One responded and provided a bid. Blakely Plumbing and Heating is familiar with the school and has provided plumbing services in the past.

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

The cost of the UV filtration system, parts, labor were determined by a quote provided by the vendor. The vendor reviewed water needs with the principal of the school and determined an appropriate system needed to provide safe drinking water to the school. The cost of the system, parts, and labor to install the system is \$9,666.11. [Click or tap here to enter text.](#)

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

The Kingman Elementary School is in a remote area with limited access to qualified vendors. the EUT will continue to reach out to any willing and qualified vendor within a reasonable distance to the school. Advertising and word of mouth are the best methods to reach a wide range of vendors and the EUT will continue to seek vendors through the State of Maine procurement process.

### PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)


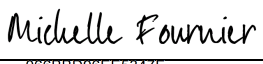
Does this request utilize ARPA/MJRP funds?

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):			
Typed Name:	DANIEL CHUHITA, DEPUTY COMMISSIONER	Date:	6/15/2022
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Typed Name:	Michelle Fournier	Date:	6/17/2022

**Certificate Of Completion**

Envelope Id: 79C7E01F50C34B83B20F4F3ED605AD48	Status: Completed
Subject: Please DocuSign This Document	
Source Envelope:	
Document Pages: 2	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator: Daniel A. Chuhta Daniel.Chuhta@maine.gov
Envelopeld Stamping: Disabled	IP Address: 64.207.219.72
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	

**Record Tracking**

Status: Original 6/15/2022 3:51:03 PM	Holder: Daniel A. Chuhta Daniel.Chuhta@maine.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Maine Department of Education	Location: DocuSign

**Signer Events**

Signer Events	Signature	Timestamp
Daniel A. Chuhta Daniel.Chuhta@maine.gov Deputy Commissioner Maine Department of Education Security Level: Email, Account Authentication (None)	  Signature Adoption: Uploaded Signature Image Signed by link sent to Daniel.Chuhta@maine.gov Using IP Address: 198.182.163.113	Sent: 6/15/2022 3:51:04 PM Viewed: 6/15/2022 3:51:20 PM Signed: 6/15/2022 3:51:56 PM Freeform Signing

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

**In Person Signer Events**

**Signature**

**Timestamp**

**Editor Delivery Events**

**Status**

**Timestamp**

**Agent Delivery Events**

**Status**

**Timestamp**

**Intermediary Delivery Events**

**Status**

**Timestamp**

**Certified Delivery Events**

**Status**

**Timestamp**

**Carbon Copy Events**

**Status**

**Timestamp**

**Witness Events**

**Signature**

**Timestamp**

**Notary Events**

**Signature**

**Timestamp**

**Envelope Summary Events**

**Status**

**Timestamps**

Envelope Sent	Hashed/Encrypted	6/15/2022 3:51:04 PM
Certified Delivered	Security Checked	6/15/2022 3:51:20 PM
Signing Complete	Security Checked	6/15/2022 3:51:56 PM
Completed	Security Checked	6/15/2022 3:51:56 PM

**Payment Events**

**Status**

**Timestamps**