



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
Table with 4 columns: Department Office/Division/Program, Department Contract Administrator or Grant Coordinator, (If applicable) Department Reference #, Amount, Advantage CT / RQS #, Proposed Start Date, Proposed End Date, Original Start Date, Effective Date, Previous End Date, New End Date, Project Start Date, Grant Start Date, Project End Date, Grant End Date, Vendor/Provider/Grantee Name, City, State, Brief Description of Goods/Services/Grant.

PART II: JUSTIFICATION FOR VENDOR SELECTION
Check the box below for the justification(s) that applies to this request. (Check all that apply.)
Table with 4 columns: A. Competitive Process, B. Amendment, C. Single Source/Unique Vendor, D. Proprietary/Copyright/Patents, E. Emergency, F. University Cooperative Project, G. Grant, H. State Statute/Agency Directed, I. Federal Agency Directed, J. Willing and Qualified, K. Client Choice, L. Other Authorization.

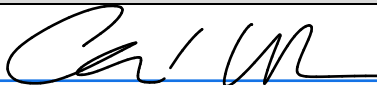
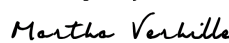
**PART III: SUPPLEMENTAL INFORMATION**

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.
Rubbish removal is essential for day-to-day operations at DMR's Boothbay facility.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.
Giles rubbish is the only vendor in the area with the capabilities to do this kind of waste disposal. We have large waste barrels filled with dead fish carcasses. There are no other vendors within a reasonable distance who are willing to handle this kind of waste.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.
Negotiated cost is fair and reasonable for the services provided. As stated, there are no other vendors willing to take on this job.
4. Describe the plan for future competition for the goods or services.
Currently, Giles rubbish is the only option for refuse services. Should other companies become available, DMR will reach out for quotes.

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

Does this request utilize ARPA/MJRP funds?
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).
<input checked="" type="checkbox"/> 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):			
	Carl Wilson (Jun 9, 2023 13:35 EDT)		
Typed Name:	Carl Wilson, Marine Science Director	Date:	Jun 9, 2023
Signature of DAFS Procurement Official:	DocuSigned by:  891CE7A1493D45B...		
Typed Name:	Martha verhille	Date:	6/13/2023


# PJF- CT 13A 20230609-3624

Final Audit Report

2023-06-09

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