



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 / Maine Geological Survey	
Department Contract Administrator or Grant Coordinator:		Stephen Dickson	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 45,382.18	Advantage CT / RQS #:	RQS 01A 20230602*1503
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:		In-Situ, Inc.	
Brief Description of Goods/Services/Grant:		Water-level monitoring and telemetry equipment	

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.

Equipment measures groundwater levels and conductivity in water wells for a long-term water resources monitoring network and saltwater intrusion studies. Includes telemetry equipment for sending collected data over cell networks for drought monitoring and other time-sensitive studies.

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

In-Situ is one of only a few manufacturers of this type of niche groundwater level and telemetry equipment. It is the only manufacturer and supplier whose equipment can fit in 2-inch monitoring wells to protect against vandalism without buying and installing additional locking boxes or vaults.

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

The quoted costs are below publicly available price quotes for similar equipment available on websites of In-Situ or other distributors like Fondriest.com. This type of all-in-one, special-purpose equipment is also less expensive than building our own telemetry systems with off-the-shelf components such as industrial gateways.

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

We will continue to post notices of intent to waiver competitive bidding or requests for quote if possible.

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

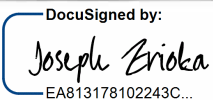
Does this request utilize ARPA/MJRP funds?

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):	<i>Randy Chanette</i>		
Typed Name:		Date:	6/5/2023
Signature of DAFS Procurement Official:			
Typed Name:	Joseph Zrioka Director of IT Procurement	Date:	6/15/2023