



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:		Department of Public Safety, FMO	
Department Contract Administrator or Grant Coordinator:		Lt. Bruce G. Scott, MSP/Traffic Division	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)		\$44,108.25	Advantage CT / RQS #:
CONTRACT	Proposed Start Date:	5/22/2023	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:		McGovern Municipal Group Framingham, MA	
Brief Description of Goods/Services/Grant:		Chevrolet Tahoe Police Package (PPV)	

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 checked="" type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	L. Other Authorization

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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.

One Chevrolet Tahoe which will provide adequate space for specialty equipment.

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

The Maine State Police was unable to locate any Chevrolet Tahoe police package (PPV) cruisers in Maine. The Maine State Police recently purchased other Tahoe's through this vendor. There are no other Tahoe PPV units located in the State of Maine.

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

This Tahoe is at similar costs for previous models purchased.

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

Due to the limited supply of specific vehicles needed for DPS functions, all of DPS should be looking to receive bids in the future for Chevrolet Tahoe PPV.

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:

Derek Gorman

Date:

6/28/23

Signature of DAFS
Procurement Official:

DocuSigned by:
David Morris

Typed Name:

2A644AF5681E482
David Morris

Date:

6/28/2023

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