



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:		Maine State Police – Troop F	
Department Contract Administrator or Grant Coordinator:		Lt. Brian Harris Iris Rogers	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$ 5001.32	Advantage CT / RQS #:	RQS 16A 20240531*1723
CONTRACT	Proposed Start Date:	7/1/2024	Proposed End Date: 6/30/2025
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:		Trane U.S. Inc. VC1000002971 Westbrook, ME 04092	
Brief Description of Goods/Services/Grant:		HVAC Equipment Scheduled Service Agreement for Model # CGAM026A2H Serial # U12L32982	

PART II: JUSTIFICATION FOR VENDOR SELECTION

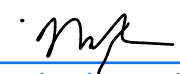
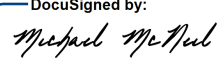
Check the box below for the justification(s) that applies to this request. (Check all that apply.)

<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.	This service agreement with Trane US Inc. protects and enhances full system functionality by ensuring that components are well maintained and functioning to OEM standards, and that the system is tailored to our needs.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	As shown in quote/service agreement, Trane is the manufacturer of this equipment, and so are specifically knowledgeable with their Air-Cooled Chiller and it's Scroll Compressors.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	Trane has provided a discount of \$154.68 (3%) to the cost of \$5156.00, resulting in a price of \$5001.32 for a year's service of CGAM Annual Inspection, CGAM Operational Inspection, and Air Cooled Scroll Seasonal Shut Down.
4. Describe the plan for future competition for the goods or services.	In the future, when/if a different HVAC system is purchased, we will use the competitive bidding process.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).	
<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.	
<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):	 Michael Sauschuck (May 31, 2024 17:53 EDT)		
Typed Name:	Michael Sauschuck, Commissioner	Date:	
Signature of DAFS Procurement Official:	DocuSigned by:  7008796FB36A449...		

Procurement Justification Form (PJF)

Typed Name:	Michael McNeil	Date:	6/10/2024
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NOI 0620240678






PJF - Troop F - Trane - HVAV Maintenance Serv

Final Audit Report

2024-05-31

Created:	2024-05-31
By:	Iris Rogers (iris.rogers@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAN5dCwpdJJbbmech2FuX8cHQ07epZAHFe

"PJF - Troop F - Trane - HVAV Maintenance Serv" History

-  Document created by Iris Rogers (iris.rogers@maine.gov)
2024-05-31 - 9:52:46 PM GMT
-  Document emailed to Michael Sauschuck (michael.sauschuck@maine.gov) for signature
2024-05-31 - 9:53:04 PM GMT
-  Email viewed by Michael Sauschuck (michael.sauschuck@maine.gov)
2024-05-31 - 9:53:44 PM GMT
-  Document e-signed by Michael Sauschuck (michael.sauschuck@maine.gov)
Signature Date: 2024-05-31 - 9:53:52 PM GMT - Time Source: server
-  Agreement completed.
2024-05-31 - 9:53:52 PM GMT