

## State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

### PART I: OVERVIEW

Department Office/Division/Program:		MaineDOT / Bureau of Project Development / Bridge Program			
Department Contract Administrator or Grant Coordinator:		Jeff Folsom			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	\$ 5,772.00	Advantage CT / RQS #:	RQS 17A 20200713*0038		
CONTRACT	Proposed Start Date:	N/A	Proposed End Date:	N/A	
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:		AASHTO Bookstore, 1650 Bluegrass Parkway Alpharatta, GA 30004		<a href="#">VC1000002770</a>	
Brief Description of Goods/Services/Grant:		Purchase of AASHTO LRFD Bridge Design Specifications			

### PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
X	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

### PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

**1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.**

MaineDOT is required by State Policy and Federal Law to design bridge replacement and rehabilitation projects in accordance with the latest edition of the AASHTO LRFD Bridge Design Specifications. MaineDOT Bridge Program employs several civil and structural engineers engaged in the engineering design of new and rehabilitated bridge structures on the National Highway System, State Highways, and Local Roads. The latest (ninth) edition of the AASHTO LRFD Specification is an essential tool for this work.

## State of Maine Procurement Justification Form

### PART III: SUPPLEMENTAL INFORMATION

**2. Provide a brief justification for the selected vendor to supplement the response in Part II.**

The AASHTO LRFD Bridge Design Specifications is copyrighted by the American Association of State Highway and Transportation Officials (AASHTO). This publication is available only through the AASHTO Bookstore.


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

As a member agency of AASHTO, MaineDOT is given a discounted rate for AASHTO publications. As stated above, the AASHTO bookstore is also the only seller of this manual.

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

The AASHTO LRFD Bridge Design Specification is updated every two years. We anticipate that the tenth edition will be published in 2022, superseding the 2020 ninth edition. A similar purchase will be made then.

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	Bruce A. VanNote	<b>Date:</b>	7/10/2020
<b>Signature of DAFS Procurement Official:</b>	DocuSigned by: <i>Michelle Fournier</i>		
<b>Printed Name:</b>	066BBD96EE5347F... Michelle Fournier	<b>Date:</b>	7/29/2020