



## 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.*


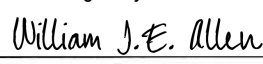
PART I: OVERVIEW				
Department Office/Division/Program:		MaineDOT, Bureau of Maintenance & Operations		
Department Contract Administrator or Grant Coordinator:		Brian Burne, Highway Maintenance Engineer		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 185,000.00	Advantage CT / RQS #:	RQS20220705000000000013	
CONTRACT	Proposed Start Date:	7/1/2022	Proposed End Date:	12/31/2024
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:		See attached list, which will be updated as additional vendors become available		
Brief Description of Goods/Services/Grant:		Hay Bales (commodity code 32540)		

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 type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input checked="" 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 PJF is for the purchase of hay bales from multiple vendors located around the state. Hay is needed for erosion control and to help grass seed germinate after the soil has been disturbed due to performing numerous highway maintenance activities.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	The vendors identified in the attached list have supplied MaineDOT with hay in the past, or they have expressed interest in providing hay to MaineDOT in the future. We intend to continue to add to this list as more vendors are identified.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	Hay prices in Maine are reasonably consistent across vendors. If any one vendor becomes too expensive, there are numerous others on the attached list that can be used instead.
4. Describe the plan for future competition for the goods or services.	We will continue to utilize willing and qualified vendors by comparing the price of the hay, where the hay is needed, and the cost to transport the hay to that location. We will continue to welcome additional suppliers and competition and will expand the attached list accordingly.

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):			
Typed Name:	William Pulver, C.O.O.	Date:	7-5-2022
Signature of DAFS Procurement Official:	DocuSigned by: 		
Typed Name:	william J.E. Allen	Date:	7/12/2022

NOI 0720220684 07/12/2022 - 07/18/2022

# MaineDOT Hay Vendors

<u>Vendor Code</u>	<u>Name</u>	<u>Address</u>
VC1000086690	Stephen T Nelson	Box 233 Drake Hill Rd, Albion ME, 04910
VC1000040950	Jeff Kemp	Bog Rd Monmouth Maine
VC1000006011	Arthur Russell	Newcastle Maine
VC1000071319	Paul Stilphen	Pittston Maine
<Pending>	Vaughan Brook Farm	113 Litchfield Road, Farmingdale, Maine
<Pending>	Vaughan Boynton	Prospect Maine
VC1000079307	Ronald Reid	89 Reid Road Thorndike Maine
VC0000154824	Sherry Wilson	652 Benton Rd, Albion Maine
VC1000073110	Pierre LaPlante	1303 Hamlin Road, Hamlin, Maine 04785
VC1000046517	Judith Whitmore	362 Old Town Road, Hudson, Maine 04449
VC1000049937	Kenneth Speed	7 Fernald Road, Garland, Maine 04939
VC1000007983	Beecher Rowell	86 Stetson Road West, Levant, Maine 04456
VC1000013304	Carroll Lufkin	83 Old Military Road, Winn, Maine 04495
VC1000011987	Calvin F. James	1383 Ayers Junction Road, Charlotte, Maine 04666
VC0000250236	Beem Farm/Gary Beem	151 Oxbow Road, Palmyra, Maine 04965
VC0000209642	Philip Wright	648 State Rt 46, Bucksport, Maine 04416
VC0000162396	Howard Farms Inc./David Howard	605 Center Drive, Orrington, Maine 04474
VC0000165300	Harold W. Bridgham	307 Center Minot Hill Road, Minot ME. 04258
VC1000073110	Pierre Laplante	13032 Hamlin Road, Hamlin ME. 04785
VC1000045194	Jon Swan / Swan's Haying	Bethel, Maine
VC0000190873	Suzanne Kidd	Strong, Maine
VC0000163047	Dan Mantor Farm	Madison, Maine
VC0000165300	Harold Bridgham	Minot, Maine
VC0000227811	Donna Tracy / Maple Hill Farm	Farmington, Maine
VC0000238432	Elden Bean	Vienna, Maine
VC1000072641	Peter M. Voisine	South Perley Brook Rd. Fort Kent
VC0000249372	Jimmie Bacon	Caribou, Maine
VC0000237610	Valley Pride Farms/Vinnie Oulette	Ashland, Maine
VS0000016952	Harry Donovan	Blaine, Maine
VC0000209818	David Apgar	Danforth, Maine
VC1000027388	Ed Leathers	Island Falls, Maine