

**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:		Marine Resources/Bureau of Maine Science	
Department Contract Administrator or Grant Coordinator:		Michael Erwin / Marge Morissette	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 35,000	Advantage <u>CT</u> / RQS #:	13A 20220421000000002562
CONTRACT	Proposed Start Date:	7/1/2022	Proposed End Date: 11/30/2022
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:		E.M Wood Construction INC	
Brief Description of Goods/Services/Grant:		Repair / replacement of failing retaining wall based on emergency need !!	

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 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

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.

Waterfront side of property retaining wall collapsing causing lawn and bank to erode. Also causing blocking and debris to fall on to sea water lines for facility which blocks area's access to sea water lines. This creates unsafe working conditions in this area. In the past, the public visits this area in the spring and summer. This erosion is hazardous.

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

E.M Wood Construction have expansive experience installing retaining walls near coastline and are very familiar working in this area. They are willing to start work as soon as the contract is in place.

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

The cost was deemed fair based on market labor cost in this area.

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

This will fix the hazardous conditions as quickly as possible. The wall will be safe and secure to erosion for years. If further erosion is noticed, DMR will look for qualified contractors to do work before it becomes a safety issue.

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

Does this request utilize ARPA/MJRP funds?

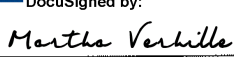
- Yes – If Yes, please attach the approved Business Case(s).
- No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
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Typed Name:	Patrick Keliher, Commissioner	Date:	7/1/22
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Signature of DAFS Procurement Official:	DocuSigned by:  891CE7A1493D45B...		
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Typed Name:	martha verhille	Date:	7/13/2022
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