



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:	Transportation/Project Development/Highway		
Department Contract Administrator or Grant Coordinator:	Douglas Coombs/Todd Pelletier		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 65,321.65	Advantage CT / RQS #:	20240626000000001846
CONTRACT	Proposed Start Date:	3/11/2024	Proposed End Date: 4/15/2024
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:		Contech	
Brief Description of Goods/Services/Grant:		Plate Pipe Arch and Culvert	

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

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.

Large Culvert #228491 on Route 127 in Woolwich failed on 3/11/2024. An emergency design was completed requiring an 8'-1" span and 6'-1" rise Aluminum Plate Pipe Arch with headwalls and wingwalls to minimize site impacts. Large Culvert #228492 just north of Large Culvert # 228491 is in critical condition and could fail at any time. Current design standards would require an 84" diameter replacement culvert at this location. Given Route 127 is a heavy commuter route, Joyce Taylor, Chief Engineer approved the immediate purchase of the two culverts to keep the Route 127 open to two-way traffic and eliminate a detour. The 84" diameter culvert was placed in stock, so if there is a failure the culvert would be available immediately for replacement.

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

Contech could supply the designed culverts with the specified coatings, proper gauge and size based on the required scheduled requirements.

Chose this vendor due to MA with similar project.

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

Contech designed shop drawings for the Aluminum Plate Pipe Arch and the quoted cost was based on similar pipe arches. The 84" culvert cost was based on the current Culvert Master Agreement with MaineDOT. Funding was established from MaineDOT project WIN 027174.01

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

For non-emergency pre-buy culverts will be advertised for bid prior to project.

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


Does this request utilize ARPAMJRP 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:	<i>Deputy Commissioner</i>	Date:	6/21/24
Signature of DAFS Procurement Official:	DocuSigned by: <i>Michael McNeil</i> 7006796FB36A449...		
Typed Name:	Michael McNeil	Date:	7/9/2024

NOI 0720240792