

State of Maine Procurement Justification Form

This form must accompany ALL contract requests and sole source requisitions (RQS) submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below.

PART I: OVERVIEW			
Department Office/Division/Program:	Maine Public Utilities Commission		
Department Contract Administrator or Grant Coordinator:	Harry Lanphear		
(If applicable) Department Reference #:	N/A		
Document Amount	\$ 150,000 estimated	Advantage CT / RQS #:	CT# 20210805*0279
AMENDMENT	Original Start Date:		
	Previous End Date:		
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
ALL OTHER	Proposed Start Date:	8/11/2021	Proposed End Date: 12/31/2021
Vendor/Provider/Grantee Name, City, State:	Peachey Builders Augusta, ME 04338		
Brief Description of Goods/Services/Grant:	Construction and construction management of minor to the Commissions building in Hallowell Maine.		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request.			
	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
X	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.
<p>The Commission will be hiring six new staff members as a result of the most recent legislative session. Given that some of these staff members are lawyers and financial analysts additional offices are required to be made from current open spaces. The contractor will add walls and make necessary changes to HVAC, lighting, sprinklers, etc. This work and justification request is considered an emergency as the Commission does not have time to conduct an RFP. In addition, the building is mostly vacant at this time and construction will be able to be conducted much more quickly, efficiently, and cost effectively.</p>

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PART III: SUPPLEMENTAL INFORMATION

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

The Commission used the same vendor when it made changes to the building in June 2020. The vendor is familiar with the building and has been approved by the landlord.


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

Costs are substantially the same as those that were used in June 2020, except for the fact that building materials have increased significantly over the last 12 months.

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

The Commission will use a competitive process if similar work is required in the future.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
Printed Name:	Philip L. Bartlett, II Chairman	Date:	August 3, 2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Kathy Paquette</i>		
Printed Name:	<small>41C2BA36FAF44CD...</small> Kathy Paquette	Date:	8/6/2021