

## 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:		DACF, Animal Health		
Department Contract Administrator or Grant Coordinator:		Matt Randall		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 16,800.00	Advantage CT / RQS #:	CT 01A 2021*0515	
CONTRACT	Proposed Start Date:	8/31/2021	Proposed End Date:	09/15/2021
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:		VC0000135582 Dube Environmental Inc		
Brief Description of Goods/Services/Grant:		Moving Manure from Farm to Field - Emergency		

### 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
	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
<b>XX</b>	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.**

DACF is in need of a trucking company to assist a dairy farm in hauling manure or order to lower the level of manure in its manure pit. The pit is close to overtopping and creating environmental contamination on-site. This manure will be hauled and spread off-site. This trucking company was/is available immediately to help haul the manure and help reduce the level of the pit.

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### PART III: SUPPLEMENTAL INFORMATION

If the pit overtops it will create environmental contamination on-site.

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

DACF is in need of a trucking company to assist a dairy farm in hauling manure or order to lower the level of manure in its manure pit. The pit is close to overtopping and creating environmental contamination on-site. This manure will be hauled and spread off-site. This trucking company was/is available immediately to help haul the manure and help reduce the level of the pit.

If the pit overtops it will create environmental contamination on-site.

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

This trucking company was/is available immediately to help haul the manure and help reduce the level of the pit.

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

In the future, the contract will be put out to bid.

### PART IV: APPROVALS

**Signature of requesting  
Department's Commissioner  
(or designee):**

*By signing below, I signify that I approve of this procurement request.*

DocuSigned by:

*Aimee Carlton*

**Printed Name:**

Aimee Carlton, Business Manager  
Dept Agriculture, Conservation &  
Forestry

**Date:**

8/30/2021

**Signature of DAFS  
Procurement Official:**

DocuSigned by:  
*Kathy Paquette*

**Printed Name:**

41C2BA36FAF44CD...  
Kathy Paquette

**Date:**

8/30/2021

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