



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
DIVISION OF PROCUREMENT SERVICES
 STATE OF MAINE

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:		Department of Corrections as the Maine State Prison		
Department Contract Administrator or Grant Coordinator:		Steven French		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 235,807.53	Advantage CT / RQS #:	03A 20210308*2406	
CONTRACT	Proposed Start Date:	Click or tap to enter a date.	Proposed End Date:	Click or tap to enter a date.
AMENDMENT	Original Start Date:	3/15/2021	Effective Date:	6/15/2022
	Previous End Date:	3/31/2022	New End Date:	12/31/2022
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Siemen's Industry Inc., Building Technologies Division, Scarborough, ME		
Brief Description of Goods/Services/Grant:		HVAC system upgrades at Maine State Prison		

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 checked="" 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 checked="" type="checkbox"/>	D. Proprietary/Copyright/Patents	<input 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.

3 HVAC rooftop steam coils at the Maine State Prison require replacing. Currently most of the metal piping is eroding and being held together with temporary patch work. The two building #1 Make-up air units that control the kitchens hood ventilation system are failing. Both air units are beyond the point of repair and require full replacement. This has caused the systems to be inconsistent with their function and production both for the steam coils and the air units. Repairs/replacements to these systems will provide more reliable production and would run more efficiently creating cost savings.

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

The Siemens Company was involved in the initial installation of our prison air systems and have remained under contract in providing the ongoing servicing/maintenance of these air systems in a highly professional, fair and reasonable manner. Their technicians are highly familiar in performing these services efficiently in a maximum-security facility environment which ultimately saves both time and money. Portions of the system are proprietary as well so it makes sense to utilize the proposed vendor.

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

We have been and remain under contract with the Siemens company that provide knowledgeable air system specific service. The vendor is also extending Sourcewell pricing to MDOC which include discounts on labor and materials of up to 60% off standard rates which the Department considers fair and reasonable.

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

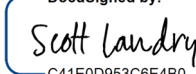
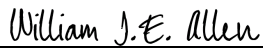
The Maine State Prison is always interested in alternative Maine based companies that can provide competitive goods and services though sometimes can be challenging given our unique security environment.

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):	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border: 1px solid #ccc; padding: 5px;"> <small>DocuSigned by:</small>  <small>C41E0D953C6E4B0</small> </div> <div style="text-align: right;">7/10/2022</div> </div>		
Typed Name:	Scott Landry, Associate Commissioner	Date:	
Signature of DAFS Procurement Official:	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border: 1px solid #ccc; padding: 5px;"> <small>DocuSigned by:</small>  <small>2D5B6E39F57E44A...</small> </div> <div style="text-align: right;">8/4/2022</div> </div>		
Typed Name:	William J.E. Allen	Date:	8/4/2022

NOI 0820220771 08/05/2022 - 08/11/2022