



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:		ACF/BPL/Southern Region Parks/Rangeley Lake State Park	
Department Contract Administrator or Grant Coordinator:		Matt McGuire, Asst. State Park Regional Manager	
(If applicable) Department Reference #:		n/a	
Amount: (Contract/Amendment/Grant)	\$8,703.20	Advantage CT / RQS #:	20220706*0021
CONTRACT	Proposed Start Date:	6/16/2022	Proposed End Date: 8/30/2022
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:		Burns Well Drilling Farmington, Maine	
Brief Description of Goods/Services/Grant:		Emergency well pump replacement at Rangeley Lake State Park.	

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.

The well pump that provides safe, potable water to the camping area at Rangeley Lake State Park, failed prior to the weekend. With no water being supplied to the campground, Burns Well Drilling was brought in to make the emergency repairs. Burns pulled the existing clear well pump and replaced it with a new, NSF 61 certified, Berkeley 90 gpm, 5hp water end pump, with 3-phase, 320V motor and control box. Due to the urgency of providing safe, potable water to the camping public, work was performed prior to a contract being established.

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

Calls were made to Burns Well Drilling of Farmington and Goodwin Well and Water of Turner. Burns was able to respond immediately and has a closer proximity to Rangeley Lake State Park than Goodwin.

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

Due to the emergency nature of the repairs, rates were determined as reasonable and were based on ability of the vendor to complete the necessary work expediently.

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

Solicit bids for project repairs, extensions, and development.

### 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):

DocuSigned by:  
*Amanda E. Beal*  
20AF3A2882BB4AA...

Typed Name:

Date:

7/21/2022

**Procurement Justification Form (PJF)**

Signature of DAFS Procurement Official:	DocuSigned by: <i>Kathy Paquette</i> 41C2BA36FAF44CD...		
Typed Name:	Kathy Paquette	Date:	8/10/2022