



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.

PART I: OVERVIEW				
Department Office/Division/Program:		DEPT OF EDUCATION – Education In The Unorganized Territories		
Department Contract Administrator or Grant Coordinator:		Gary Lewis		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 7500.00	Advantage CT / RQS #:	20210812*334	
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:	9/01/2021	Effective Date:	9/01/2022
	Previous End Date:	8/31/2022	New End Date:	8/31/2023
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Marie-Eve Chouinard 6061 The Arnold Trail, Coburn Gore, ME 04936 chouinma20@hotmail.com VPC0000230232		
Brief Description of Goods/Services/Grant:		Provide student transportation for Coburn Gore students to school in Eustis, Maine as required per EUT regulations. This provider is a sole source provider as inquiries as to availability of qualified providers has not been successful for this rural area in previous years. Contractor will provide daily student transportation of all Coburn Gore students to the Stratton School, located in Eustis, Maine, during academic year 2022-2023.		

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 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.

Student's residing in the unorganized territories will be provided transportation services as identified by statute. It is not cost effective to place a bus and driver in this remote location to transport 5 students. Public transportation services are not available.

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

The EUT reaches out to and is willing to contract with any willing and qualified provider to perform the necessary services at a fair and reasonable cost.
The EUT has located an individual qualified as a transportation provider at a significantly lower cost at the standard .45 per mile rate.

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

UT provided bus and driver would cost an estimated \$56,000.00 per year or \$320/day.
Individual private transport will cost \$8,946.00 or \$51.12/day.

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

The UT continually inquires, coordinates and collaborates with local area school districts as well as other transportation providers in order to gain information in order to acquire willing providers who are qualified and/or already providing services in other local districts.

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):



Typed Name:

Daniel A. Chuhta

Date:

7/22/2022

Signature of DAFS
Procurement Official:

DocuSigned by:

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Typed Name:	Justin Franzose	Date:	8/11/2022
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