



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.


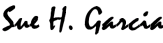
PART I: OVERVIEW			
Department Office/Division/Program:	Department of Marine Resources, Marine Patrol		
Department Contract Administrator or Grant Coordinator:	Robert Beal / Marjorie Morissette		
(If applicable) Department Reference #:	N/A		
Amount: (Contract/Amendment/Grant)	\$ \$13,168.26	Advantage CT / RQS #:	13A 20220818000000000261
CONTRACT	Proposed Start Date:	8/18/2022	Proposed End Date: 12/1/2022
AMENDMENT	Original Start Date:		Effective Date:
	Previous End Date:	Click or tap to enter a date.	New End Date: Click or tap to enter a date.
GRANT	Project Start Date:		Grant Start Date: Click or tap to enter a date.
	Project End Date:		Grant End Date: Click or tap to enter a date.
Vendor/Provider/Grantee Name, City, State:		Hamilton Marine/Searsport, ME	
Brief Description of Goods/Services/Grant:		Grundens Charter Gore-Tex rain jackets.	

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.	The Maine Marine Patrol conducts enforcement details and emergency response operations, year-round, regardless of weather conditions. In several recent instances, the all-weather gear currently being issued to Marine Patrol Officers is not performing to a reasonable standard, impacting the durability and comfort of field staff. The Charter Gore-Tex jackets are an overdue upgrade to equipment currently being issued; the product is breathable and will keep Officers dry while in the performance of field operations.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	Hamilton Marine was selected for several reasons; they are a local vendor that we have a long-standing relationship with, they were the only vendor with availability of the required quantity of jackets being ordered and they provided a significant discount from the retail cost of the jacket.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	Grundens Charter Gore-Tex jackets were specifically identified in our 2022 FDA equipment grant award. At the time of application, Hamilton Marine was the only vendor with product availability of the quantity of jackets Marine Patrol intended to purchase, in an effort to outfit all sworn members. The jacket retails for between \$269.99 and \$299.99; Hamilton Marine has quoted a price of \$209.02/jacket.
4. Describe the plan for future competition for the goods or services.	In the future, Marine Patrol does not anticipate the need to work through a competitive bid process for this product; future orders for this product will not exceed 2-4 jackets. Jacket orders will be based on outfitting new employees.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).	
<input checked="" type="checkbox"/> 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:	Meredith Mendelson, Deputy Commissioner	Date:	8/23/22
Signature of DAFS Procurement Official:	DocuSigned by:  E5DB92AC0F8D490...		

Typed Name:	Sue H. Garcia	Date:	8/25/2022
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