

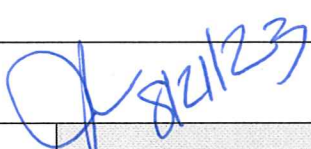


DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
**DIVISION OF PROCUREMENT SERVICES**  
 STATE OF MAINE

## 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:		Inland Fisheries and Wildlife, Division of Engineering	
Department Contract Administrator or Grant Coordinator:		Richard Parker, Director of Engineering	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 7,063.18 <del>\$ 7,796.31</del>	Advantage CT / RQS #:	RQS 09A 20230808*230
CONTRACT	Proposed Start Date:	8/2/2023	Proposed End Date: 8/7/2023
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:		United Construction & Forestry Inc, Scarborough, ME	
Brief Description of Goods/Services/Grant:		Emergency Repairs to John Deere 450H Dozer	

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.

Emergency repair to address dozer operation while moving straight forward it kept turning to one side. Machine is immediately needed for multiple projects of earthwork on dedicated time schedule.

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

An emergency repair as our crew had an immediate need for the machine and United Construction & Forestry was the only dealer available for the repair.

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

Only John Deere dealer in the region who has the qualified instruments to trouble shoot the repair. Parts & Labor are reasonable based on past repairs made.

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

When timing permits, this project would have been bid by multiple vendors.

### PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

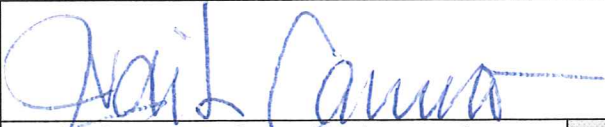
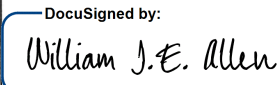
Does this request utilize ARPA/MJRP funds?

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:	Judy Camuso, Commissioner of IF&W	Date:	8/8/23
Signature of DAFS Procurement Official:	DocuSigned by:  2D5B6E39F57E44A...		
Typed Name:	William J.E. Allen	Date:	8/24/2023