



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

PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$10,000 submitted to the Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Maine State Prison	
Department Contract Administrator or Grant Coordinator:		Robert Boynton	
(If applicable) Department Reference #:			
Agency Department Code:	03A	Advantage CT / RQS # :	20250729000000000176
Amount: (Contract/Amendment/Grant)	\$131,800.00		
CONTRACT	Proposed/Original Start Date:	7/30/2025	Proposed/Most Recent End Date: 12/31/2025
AMENDMENT	New Effective Date:		New End Date (if Applicable):
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Gilman Electrical Supply Newport, Maine	
Brief Description of Goods/Services/Grant:		Uninterruptible Power Supply	

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. Higher Education 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.	<p>On July 29, 2025, Maine State Prison experienced a catastrophic power failure resulting in the complete failure of its existing Uninterruptible Power Supply (UPS). This failure caused multiple critical security systems, including access controls and camera surveillance systems, to become nonresponsive for several hours, even after the restoration of primary power. Although these systems are now operational, they remain vulnerable, and any future power surge or loss could result in extensive and costly damage to sensitive security equipment essential for maintaining the operational integrity and safety of the facility.</p> <p>Due to the urgent nature of this requirement and confirmed vendor lead times of at least 10-12 weeks, the Department of Corrections must proceed with immediate procurement using emergency purchasing procedures. Waiting for the standard competitive procurement process would significantly increase the risk of repeated system failures, jeopardizing facility security, operational continuity, and the safety of residents and staff.</p>
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number and the date of award notification, if applicable.	<p>Gilman Electrical Supply provided a responsive quote of \$131,800.00 for the UPS system, which met the operational and security needs of Maine State Prison. Immediate procurement is requested under emergency conditions, per State procurement guidelines, to mitigate further risks to facility operations.</p>
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	<p>This cost is reasonable and aligns closely with current market pricing for similar 12KVA UPS units, which generally range between \$125,000 and \$140,000 depending on specific configurations and features. Units for Graybar and EMS Manufacturers cost in a similar range.</p>
4. Describe the plan for future competition for the goods or services.	<p>The Department will use the competitive process for non-emergency purchase requests for similar commodities in the future.</p>

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

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.

PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).

The requesting department signatory understands and acknowledges Maine’s Conflict of Interest statutes.

PART VI: APPROVALS

The signature below indicates approval of this procurement request.

Signature of requesting Department’s Commissioner (or designee):

DocuSigned by:
Conner McFarland
ED522942914A4E8

Typed Name:

Conner McFarland

Date:

7/29/2025

PART VII: EMERGENCY – Required only if selecting E. Emergency Justification

The signature below indicates approval by the Commissioner or designee of this procurement request.

Signature of requesting Department’s Commissioner (or designee):

Signed by:
Anthony Cantillo
8E48CAE00CCD407...

Typed Name:

Anthony Cantillo

Date:

7/29/2025

Signature of DAFS Procurement Official:

Signed by:
William J.E. Allen
2D5B6E39F57E44A...

Typed Name:

william J.E. Allen

Date:

8/1/2025

NOI 0820250755 08/01/2025 - 08/07/2025