

State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:		Environmental Protection/Administration		
Department Contract Administrator or Grant Coordinator:		Bill Sheehan, Regional Director, NMRO		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 9,650.00	Advantage CT / RQS #:	06A 20200902*0791	
CONTRACT	Proposed Start Date:	09/01/2020	Proposed End Date:	07/31/2021
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:		Earthworks, Inc., 158 Johnson Road, Presque Isle, ME 04769		
Brief Description of Goods/Services/Grant:		Install drainage along the west side of front of Office Complex and boat storage facility		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)			
	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization
	G.		M.

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PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

Improve drainage along drip line of west-facing roof to direct water away from side of building. This is to address mold issues caused by rain and melt water saturating and penetrating the exterior wall of the building located along the front west side of the office complex. Also re-directs roof runoff currently discharging into the boat storage facility and causing decay of exterior siding there.

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

Requested three quotes from local vendors, with correspondence and follow-up phone calls.

PNM Construction
104 Edgemont Drive
Presque Isle, ME 04769

Ground Breakers Group, Inc.
22 Caribou Road
Presque Isle, ME 04769

Earthworks, Inc.
158 Johnson Road
Presque Isle, ME 04769

Earthworks, Inc., responded before the requested deadline.

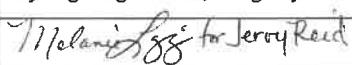
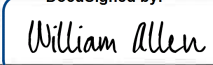
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

Costs as fair and reflect current local rates for earthwork in the Presque Isle region. High demand and limited number of contractors in the region for this urgent need. Other contractors were non-responsive within the deadline.

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

For future projects our office will continue to request quotes from reliable established business that specialize in the field when required.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
Printed Name:	Melanie Loyzim	Date:	Aug 29, 2020
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>2D5B6E39F57E44A...</small> william Allen	Date:	9/14/2020

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