



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:		DAFS/BGS/Property Management Division	
Department Contract Administrator or Grant Coordinator:		Valerie Russell	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$ 50,570.00	Advantage CT / RQS #:	CT 18A 20220830*0629
CONTRACT	Proposed Start Date:	10/1/2022	Proposed End Date: 12/30/2023
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:		A&D Construction Plus, Inc. 9 Reynolds Rd. Winslow, ME 04901	
Brief Description of Goods/Services/Grant:		Bat exclusion, Tyson, Elkins and Williams Pavilion	

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.

The bat population in Tyson, Elkins and the Williams Pavilion has become a safety concern for building occupants. They are entering the attics and migrating into workspaces. Bats carry diseases, including rabies, and their guano can cause serious respiratory disease. This exclusion project will install devices to exclude bats and will seal all entries.

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

The selected vendor is highly recommended by the IF&W and are willing and available to do this work quickly.

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

The cost, as compared to a similar project done in 2014, is considered fair and reasonable. The 2014 project was only applicable to one (1) building and was \$10,448. \$50,570 appears fair and reasonable for three (3) buildings and eight (8) years later.

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

If there is not an immediate safety risk, we'll compete the work.

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

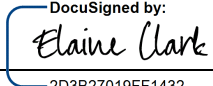

Does this request utilize ARPA/MJRP funds?

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:	Elaine Clark, Deputy Commissioner	Date:	8/30/2022
Signature of DAFS Procurement Official:			
Typed Name:	Kathy Paquette	Date:	8/31/2022