



## 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:	Maine Department of Transportation (Maine State Ferry Service)		
Department Contract Administrator or Grant Coordinator:	Jim Savoy		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ \$6,336.85	Advantage CT / RQS #:	20220906000000000312
CONTRACT	Proposed Start Date:	5/1/2022	Proposed End Date: 4/30/2023
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:	Milton Cat		
Brief Description of Goods/Services/Grant:	Warehouse parts/supplies for vessel maintenance and repairs by Engineers		

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 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.

. We use all Cat parts to maintain the warranty coverage and Tier 3 status of our main engines and generators.

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

Milton Cat is New England provider for engines to Maine State Ferry Service. They are also sole source provider for depot level maintenance on vessel. We use Cat filters/parts/fluids Prices are from contracted prices used for maintenance contract for vessel maintenance and repairs. to maintain warranty and Tier 3 certification for our engines.

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

Using past purchase as a base cost, one vessel repower and new vessel construction were added to average costs to come up with yearly contract costs.

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

MSFS is to negotiate a master agreement concerning parts and supplies used by the engineers for routine maintenance.

### 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:

William Pulver, C.O.O.

Date:

9-5-2022

Signature of DAFS  
Procurement Official:

DocuSigned by:  
William J.E. Allen

Typed Name:

2D5B6E39F57E44A...  
William J.E. Allen

Date:

9/13/2022