



### 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.*


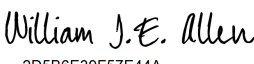
PART I: OVERVIEW			
Department Office/Division/Program:		Maintenance & Operations	
Department Contract Administrator or Grant Coordinator:		Brian Haynes	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ \$24,190.31	Advantage CT / RQS #:	RQS2023091100000000379
CONTRACT	Proposed Start Date:	7/26/2023	Proposed End Date: 9/30/2023
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:		Contech Engineered Solutions, VC1000018083 Scarborough, ME	
Brief Description of Goods/Services/Grant:		Culverts, Metal & Reinforced HDPE	

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 checked="" 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.	High Street in Paris washed out on 7/16/2023. Environmental permitting required that we replace the 40" washed-out pipe with a 96" pipe. The road needed to be opened as soon as possible.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	Contech holds the current Master Agreement for metal pipe. They were able to provide us with the 96" pipe quickly.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	Contech charged us their normal rate for the pipe.
4. Describe the plan for future competition for the goods or services.	In the future all the desired pipe sizes will be requested from the Suppliers on the Master Agreement. If a pipe size is not on the Master Agreement a quote will be obtained and submitted to purchases to be added to the Master Agreement prior to purchasing the pipe.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).	
<input checked="" type="checkbox"/> 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:	9-12-2023
Signature of DAFS Procurement Official:	<div style="border: 1px solid black; padding: 2px;">                     DocuSigned by:                        2D5B6E39F57E44A...                 </div>		
Typed Name:	william J.E. Allen	Date:	9/15/2023