



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.

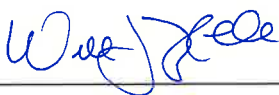

Table with 2 main sections: PART I: OVERVIEW and PART II: JUSTIFICATION FOR VENDOR SELECTION. Includes fields for Department Office, Amount (\$54,697.44), RQS # (20230913*0423), Vendor Name (Greater Augusta Utility District), and Brief Description (Water main upgrade).

Table for PART II: JUSTIFICATION FOR VENDOR SELECTION. Includes justification options A through L with checkboxes. Option C (Single Source/Unique Vendor) is checked.

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.	GAUD upgraded their water system which included the waterline that services the State of Maine East Campus. The State of Maine partnered with GAUD as the upgrade was in the best interest of the State and would provide for optimum water services for East Campus facilities.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	The water system is owned and operated by GAUD, who hired the contractor through a competitive bid process. The State of Maine has an MOU with GAUD detailing the payment arrangements.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	The contractor hired by GAUD was selected through a competitive bid process. The State of Maine is paying their agreed upon amount to GAUD.
4. Describe the plan for future competition for the goods or services.	Any water service work will be coordinated with GAUD and awarded through a competitive bid process. Click or tap here to enter text.

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 J Longfellow	Date:	9/18/23
Signature of DAFS Procurement Official:	 <small>DocuSigned by: William J.E. Allen 2D5B6E39F57E44A...</small>		
Typed Name:	William J.E. Allen	Date:	9/19/2023

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