



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: | | Marine Resources, Bureau of Marine Science | |
| Department Contract Administrator or Grant Coordinator: | | HQ Finance | |
| (If applicable) Department Reference #: | | N/A | |
| Amount: (Contract/Amendment/Grant) | \$ 21,241.41 | Advantage <u>CT</u> / RQS #: | 13A 20240815000000000342 |
| CONTRACT | Proposed Start Date: | 8/1/2024 | Proposed End Date: 11/1/2026 |
| 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: | | Blake Thermal 4 New Park Road, East Windsor, CT 06088 | |
| Brief Description of Goods/Services/Grant: | | Boiler service of low steam pressure boilers. | |

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 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 dept has a need for this unique vendor as they have serviced the boilers here for many years. |
| 2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable. | DMR needs this vendor to bring online and shut down boilers to specs. Blake Thermal has serviced these for several years, and continues to provide quality work. |
| 3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee. | The dept believes this quote to be fair and reasonable given the services provided. |
| 4. Describe the plan for future competition for the goods or services. | The dept may investigate the option of bidding in the future. |

| PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP) | |
|--|--|
| Does this request utilize ARPA/MJRP funds? | |
| <input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s). | |
| <input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies. | |
| <input checked="" type="checkbox"/> No – If No, proceed to Part V. | |

| PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE | |
|---|--|
| <i>Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS Title 5, §18 and §18-A, in harmony with MRS Title 17, §3104.</i> | |
| <input checked="" type="checkbox"/> The requesting department signatory understands and acknowledges Maine’s Conflict of Interest statutes. | |

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

| | | | |
|--|---|-------|-----------|
| Signature of requesting Department's Commissioner (or designee): |  Carl Wilson (Aug 15, 2024 16:35 EDT) | | |
| Typed Name: | Carl Wilson, Director | Date: | 08/15/24 |
| Signature of DAFS Procurement Official: |  891CE7A1493D45B... | | |
| Typed Name: | Martha verhille | Date: | 9/19/2024 |

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Final Audit Report

2024-08-15

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|-----------------|--|
| Created: | 2024-08-15 |
| By: | Mickenzy Breton (mickenzy.breton@maine.gov) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAA_yKycpE6cVN_zCe6VnTf0fc39PLTlr95 |

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