



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.

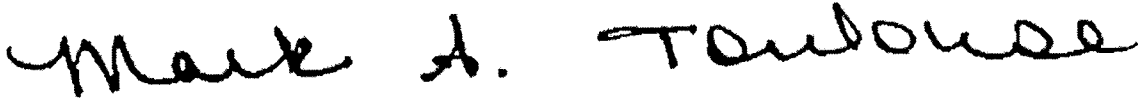
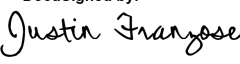
PART I: OVERVIEW			
Department Office/Division/Program:		Office of the Attorney General	
Department Contract Administrator or Grant Coordinator:		Mark Toulouse/Christina Moylan/Debby Willis	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 59,364.20	Advantage CT / RQS #:	RQS 26A 20221004*470
CONTRACT	Proposed Start Date:	10/1/2022	Proposed End Date: 9/1/2023
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:		New England Soundproofing 40 Norfolks Avenue, Easton, MA 02375	
Brief Description of Goods/Services/Grant:		Soundproofing products and services.	

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 purpose of the project is to procure soundproofing products and services.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	Acoustical Surfaces, Inc. is a sound insulation company that is the industry's foremost expert on soundproofing, acoustics, noise control and vibration control. Staff are experts in their field, and their safety/fireproof ratings have been approved by State of Maine BGS.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	Research/analysis was done with the assistance of the Bureau of General Services. While few options were found, New England Soundproofing was most promising. After preliminary conversations, an acoustical engineer came to Maine from Massachusetts to assess our needs and make recommendations. Based on their experience with similar offices, their proposal was approved by AG Frey and 5 th floor residents.
4. Describe the plan for future competition for the goods or services.	As this is a one-time request, future needs are not anticipated.

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:	Mark A. Toulouse
Date:	10/4/2022
Signature of DAFS Procurement Official:	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <small>DocuSigned by:</small>  <small>AEED9C7B3A8044E...</small> </div>

Typed Name:	Justin Franzose	Date:	10/4/2022
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