



## 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 A. Toulouse	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)		\$ 8,000.00	Advantage CT / RQS #: CT 26A 20230804*259
CONTRACT	Proposed Start Date:	9/1/2023	Proposed End Date: 12/31/2023
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:		Mark Randlett 13 Bouchard Drive Orrington, Maine 04474	
Brief Description of Goods/Services/Grant:		Specialized Legal Counsel	

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 this Contract is to procure specialized contracted legal counsel.

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

The Office of the Attorney General has a need for specialized contracted legal counsel. Attorney Randlett will represent the State of Maine Department of Agriculture, Department of Marine Resources, and Department of Inland Fisheries and Wildlife on ongoing litigation that he began prior to his retirement as he trains replacement attorneys on the intricacies of this litigation.

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

Private attorneys charge \$200/hour and up for their services. Mr. Bradley is being paid \$80/hour for work and related expenses.

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

There is little/no competition for Mr. Randlett's specialized knowledge. The person contracted must be an attorney licensed to practice in Maine and must be under the direction of the Office of the Attorney General. Contracted legal counsel will likely always be a person known to the Office of the Attorney General and vetted prior to being offered a contract opportunity. Mr. Randlett has extensive experience with the Office of the Attorney General.

**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):	<i>Mark A. Toulouse</i>		
Typed Name:	Mark A. Toulouse	Date:	10/10/2023
Signature of DAFS Procurement Official:	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <small>DocuSigned by:</small>  <i>Sue H. Garcia</i>  <small>E5DB92AC0F8D490...</small> </div>		
Typed Name:	Sue H. Garcia	Date:	10/17/2023