

State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:		Department of Corrections/Long Creek Youth Development Center		
Department Contract Administrator or Grant Coordinator:		David Lovejoy		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)		\$ 32,750.00	Advantage CT / RQS #:	
CONTRACT	Proposed Start Date:	10/25/2021	Proposed End Date:	12/30/2021
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:		AD&W, Architectural Doors & Windows, 865 Spring St., Westbrook, ME 04092-0910 207-879-7800		
Brief Description of Goods/Services/Grant:		Replace damaged security windows within the facility		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)			
A. Competitive Process		G. Grant	
B. Amendment		H. State Statute/Agency Directed	
C. Single Source/Unique Vendor		I. Federal Agency Directed	
D. Proprietary/Copyright/Patents		J. Willing and Qualified	
X E. Emergency		K. Client Choice	
F. University Cooperative Project		L. Other Authorization	

PART III: SUPPLEMENTAL INFORMATION
Please respond to ALL of the following:
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

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PART III: SUPPLEMENTAL INFORMATION

This company has done these windows before and knows exactly what is needed for replacements within the secure setting. Additional Lexan will be used this time as well, making it more secure.

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

Prior experience and understanding of what is truly needed/required to accomplish the task of all replacement security windows.

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

The list of companies that have done or knows exactly what is required to accomplish the replacement task with the appropriate materials and expertise, is a little limited. This company has that knowledge and experience.

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

We would utilize the bid process for any future or additional work through the state system.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
Printed Name:	RYAN F. THORNWELL	Date:	10.27.2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>William J.E. Allen</i>		
Printed Name:	<small>2D5B6E39F57E44A...</small> William J.E. Allen	Date:	11/1/2021

TO: MAINE DEPARTMENT OF CORRECTIONS	Architectural Doors & Windows P.O. Box 910
	865 Spring Street
Attention: Bill Sinclair/Corey Alley	Westbrook, ME 04092-0910
RE: Long Creek Development Center, South Portland	Phone: 207-879-7800
	FAX: 207-774-3982
Quote # 9-22-02	Email: damell@a-d-w.biz
This is a Proposal!	Date Prepared: 9/22/21

We propose to furnish/ install the following materials in our line in accordance with the outline below.

To remove 38 existing damaged lites of insulated glass and interior door lites per our site visit and also (4) lites in the door opening out to rec. area that has fogged glass. Insulated Glass will be 3/8 Marguard Lexan interior and 5/16" heat strenghtened clear laminated exterior so future breakage if any will stay within the unit, thicknesses differ.

TOTAL REPLACEMENT PRICE: \$32,750.00 No Tax

NOTES: Value of the 4 sidelites at the recreation entrance is \$3,900.00

Pricing is based on standard working hours, if premium time required it will be a cost ADD of \$40.00 per man hour.

ATTIC Stock if requested is \$450.00 per size each.

QUOTE VALID FOR MATERIAL RELEASED FOR ORDER FROM MATERIAL SUPPLIER WITHIN 30 DAYS.

No Retainage

PRICE SUBJECT TO MATERIAL COST INCREASE AFTER 30 DAYS

ALL ORDERS SUBJECT TO 30 DAY TERMS

AND CREDIT APPROVAL

ALL ORDERS SUBJECT TO STANDARD TERMS AND CONDITIONS OF SALE

Federal, State, & Local Taxes Included Excluded

ACCEPTED:

DATE:

Cordially,

Dennis Amell
 AD&W

