

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:	Marine Resources, Bureau of Marine Science		
Department Contract Administrator or Grant Coordinator:	Michael Erwin/Angela Hopkins		
(If applicable) Department Reference #:			
Amount (Contract/Amendment/Grant):	\$9,820.00	Advantage CT / RQS #:	13A 20221019000000001170
CONTRACT	Proposed Start Date:	10/31/2022	Proposed End Date: 12/15/2022
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:	JOHNSON & JORDAN		
Brief Description of Goods/Services/Grant:	J & J Will remove and install unit heaters		

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
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents	X	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

Johnson & Jordan will supply and install Hydronic Unit Heaters
This work needs to get done as soon as possible

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

Johnson & Jordan has been working on our heating system and knows the building and lay out of piping in buildings
Also, they are a direct buyer for the heating equipment needed and can get equipment in a timely fashion and get work finished before winter

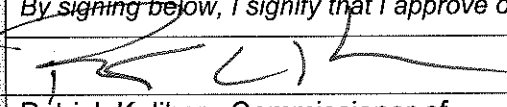
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

This was based on fair cost for this kind of services

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

DMR will always search for other alternatives.

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:	Patrick Keliher, Commissioner of Marine Resources	Date:	10/27/22
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Martha Verhille</i>		
Printed Name:	<small>891CE7A1493D45B...</small> Martha Verhille	Date:	11/1/2022