



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
DIVISION OF PROCUREMENT SERVICES
 STATE OF MAINE

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:		Department of Administrative and Financial Services Bureau of General Services	
Department Contract Administrator or Grant Coordinator:		William Longfellow 207-624-7371	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$105,000	Advantage CT / RQS #:	CT 18F 20180619*4018
CONTRACT	Proposed Start Date:	.	Proposed End Date: .
AMENDMENT	Original Start Date:	7/1/2018	Effective Date: 9/1/2023
	Previous End Date:	6/30/2025	New End Date: 6/30/2025
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Sevee & Maher Engineers 4 Blanchard Road, PO Box 85A Cumberland, Maine 04021 VC1000082949	
Brief Description of Goods/Services/Grant:		Professional Engineering Support, State-owned Dolby Landfill, East Millinocket, ME	

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 checked="" type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input 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

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.

Additional dollars to conduct PFAS testing in addition to continued Engineering/Operations & Maintenance support for State-owned Dolby Landfill, East Millinocket, ME, pursuant to RFP Award#201803035.

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

Contract awarded pursuant to competitive bid – RFP 201803035

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

Competitive bidding award

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

When all of the renewals for RFP 201803035 have been exhausted, BGS will issue another RFP.

Period	Start Date	End Date
Initial Period of Performance	July 1, 2018	June 30, 2020
Renewal Period #1	July 1, 2020	June 30, 2023
Renewal Period #2	July 1, 2023	June 30, 2025

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):

DocuSigned by:

William Longfellow

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Typed Name:

William J. Longfellow

Date:

11/2/2023

Signature of DAFS
Procurement Official:

DocuSigned by:

Justin Franzose

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Typed Name:

Justin Franzose

Date:

11/13/2023