



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

PROCUREMENT JUSTIFICATION FORM (PJF)

PART I: OVERVIEW			
Department Office/Division/Program:		Department of Administrative and Financial Services √LJG Bureau of General Services	
Department Contract Administrator or Grant Coordinator:		John Kenney, Project Manager, Architect	
(If applicable) Department Reference #:		Capitol Parking Garage Repair	
Amount: (Contract/Amendment/Grant)	\$ 5,000.00	Advantage CT / RQS #:	CT 18A 20240514*3222
CONTRACT			Proposed End Date:
AMENDMENT	Original Start Date:	5/20/2024	Effective Date:
	Previous End Date:	9/30/2024	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Knowles Industrial Services Corp. (VC1000051308) 295 New Portland Road, Gorham, Maine 04038	
Brief Description of Goods/Services/Grant:		Repair of spalling concrete needed to re-open parking garage	

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.	
	<p>In the summer of 2023, BGS had an assessment of the Parking Garage completed to determine if it was at the end of its useful life and or still safe to use. The firm’s results showed that the garage was in fair to poor condition. In addition, BGS received two reports in the last six months of small pieces of concrete breaking off the garage structure and falling. These pieces were not large but would have caused injury if it had hit someone. Because of safety concerns and due to the risk of someone being injured from falling concrete, BGS made the decision to close the garage pending further testing. BGS consulted with a structural firm (Thornton Tomasetti) to further evaluate the garage and determine if it was safe to reopen. This second firm reviewed the results of the first study and recommended additional invasive testing as the results were inconclusive. Because the nature of the recommended testing was specialized, Thornton Tomasetti recommended using Knowles Industrial Services (original PJF contract). Based on the results of this testing, Thornton Tomasetti determined that the parking garage would be safe to re-open, as long as the spalling and falling concrete is addressed.</p> <p>This amendment is for the same firm, Knowles Industrial Services, to knock down all the overhead and column concrete spalls that were mapped by Thornton Tomasetti and prepare and coat exposed steel. This work is needed to re-open the garage by the end of 2024. It will be performed by a 2-man crew working for 2 days in late November / early December.</p>
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	
	Knowles Industrial Services performed the specialized invasive testing work described above, is familiar with the parking garage, and can meet BGS’s schedule to re-open the parking garage by the end of 2024.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	
	Knowles Industrial Services’ quote is fair and reasonable. Two people working for two days is a reasonable amount of effort for the work proposed.
4. Describe the plan for future competition for the goods or services.	
	This is a one-time effort to re-open the garage. Thornton Tomasetti has developed a 5-year plan for the parking garage to remain in operation to the end of its useful life. More intensive work will be required in 2025, which will be acquired through a competitive bid process.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).	
<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	

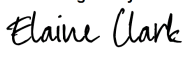
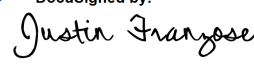
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE	
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Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).

The requesting department signatory understands and acknowledges Maine’s Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department’s Commissioner (or designee):	DocuSigned by:  2D3B27019FF1432...		
Typed Name:	Elaine Clark DAFS Deputy Commissioner	Date:	11/8/2024
Signature of DAFS Procurement Official:	DocuSigned by:  AEED9C7B3A8044E...		
Typed Name:	Justin Franzose	Date:	11/13/2024