

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		
Department Contract Administrator or Grant Coordinator:			
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 17,982	Advantage CT / RQS #:	
CONTRACT	Proposed Start Date:	Proposed End Date:	
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:	C.A. Newcomb & Sons Fence and Guardrail Company Carmel, ME		
Brief Description of Goods/Services/Grant:	Emergency repair of vehicle gate		

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.
<p>This is an emergency level safety repair of the Maine State Prison's inner perimeter Gate 4 vehicle entrance which is now out of service and not able to be opened which prohibits emergency vehicle responses if a fire or other safety incident arises.</p>

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PART III: SUPPLEMENTAL INFORMATION

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

The C.A. Newcomb Fence Company was the original vehicle gate installer and has access to the required repair parts that will be special ordered and the experience to fully handle to labor and equipment to complete this repair. The company is also familiar with performing work within the Prison's high security requirements.

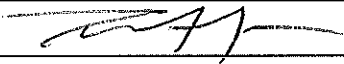
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

Unique repair and located in a high security area that requires experience in dealing with both aspects of this project. C.A. Newcomb is the only known Maine Company fully prepared to handle this emergency repair.

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

When possible, we support the competitive bid process and will continue to do so.

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:	Randall Liberty, Commissioner	Date:	11/23/20
Signature of DAFS Procurement Official:	DocuSigned by: <i>William Allen</i>		
Printed Name:	william Allen	Date:	12/2/2020