

## State of Maine Procurement Justification Form

### PART I: OVERVIEW

Department Office/Division/Program:		DHHS Riverview Psychiatric Center		
Department Contract Administrator or Grant Coordinator:		Matt Galletta		
(If applicable) Department Reference #:		RPC-21-603		
Amount: (Contract/Amendment/Grant)	\$10,282.00	Advantage CT / RQS #:	RQS 10A 20201120*537	
CONTRACT	Proposed Start Date:	<b>09/14/2020</b>	Proposed End Date:	12/31/2020
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:		Trane US, Inc. Westbrook, ME		
Brief Description of Goods/Services/Grant:		Emergency replacement of Mitsubishi PUY18 air conditioning unit.		

### 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
<b>X</b>	D. Proprietary/Copyright/Patents		J. Willing and Qualified
<b>X</b>	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.**

Complete replacement of the Mitsubishi PUY18 air conditioning (AC) unit located in the server room at Riverview Psychiatric Center (RPC) plus associated labor and materials required to properly install the unit. The server room AC unit failed unexpectedly, causing an immediate need for a replacement. Because the unit is located in the server room, not replacing the unit immediately would have caused the servers to overheat, leading to a catastrophic failure of RPC's information technology systems, including MediTech. This would severely impact RPC operations and patient care.

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### PART III: SUPPLEMENTAL INFORMATION

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

We currently have an agreement with this vendor to perform the required regular inspection and routine maintenance for all HVAC systems at RPC. This vendor is knowledgeable of the system's infrastructure and was available to replace the unit immediately.

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

The cost to replace the unit was deemed reasonable by the RPC facilities and financial managers. This purchase was an immediate need in order to avoid a catastrophic failure of RPC's information technology systems.

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

The Department expects this to be a one-time effort. The Department does not intend to RFP.

### PART IV: APPROVALS

**Signature of requesting  
Department's Commissioner  
(or designee):**

*By signing below, I signify that I approve of this procurement request.*

DocuSigned by:

*Benjamin Mann*

**Printed Name:**

2870DA6E0E76471...

**Date:**

12/10/2020

**Signature of DAFS  
Procurement Official:**

DocuSigned by:

*Jaime C. Schorr*

**Printed Name:**

6D6437754DD0459...

Jaime C. Schorr

**Date:**

12/21/2020