



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:		DOC/MVCF	
Department Contract Administrator or Grant Coordinator:		Chad Cooper	
(If applicable) Department Reference #:		NA	
Amount: (Contract/Amendment/Grant)	\$ \$159,271	Advantage CT / <u>RQS</u> #:	03A 20241220*0898
CONTRACT	Proposed Start Date:	12/23/2024	Proposed End Date: 3/31/2025
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:		FASTCO Lincoln, ME	
Brief Description of Goods/Services/Grant:		Fabricate 2 new tanks hot water tanks, remove 2 old hot water tanks, install 2 new water tanks at MVCF.	

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 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 checked="" type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	L. Other Authorization

Please respond to ALL of the questions in the following sections.

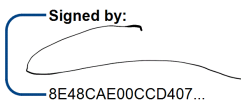

PART III: SUPPLEMENTAL INFORMATION	
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.	2 hot water tanks at MVCF were found to be non-compliant with a recent boiler inspection. The tanks were found to be not repairable and determined they needed to be replaced when a new liner was attempted to be installed. With 1 hot water tank down and the other not in compliance with boiler standards the facility is not providing the adequate hot water for washing, bathing, and food service operations.
2. Provide brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	Considering the circumstances of the situation the facility is in emergent need to have these tanks replaced. Currently the boiler system is not in compliance with state standards and the facility is unable to provide the appropriate amounts of hot water to sustain daily operations. They have completed similar work for the facility in the past. This is an emergency repair and is time sensitive as it relates to non-compliance with boiler standards.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	MVCF has used this vendor in the past and found their costs and rates to be reasonable. This is a unique vendor for this type of work under an emergency circumstance.
4. Describe the plan for future competition for the goods or services.	DOC will continue to follow procurement rules, as required. If other vendors become available who can provide this product, DOC will get quotes for the products they offer, when appropriate.

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	
<i>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.</i>	
<input checked="" type="checkbox"/> 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):	 Signed by: 8E48CAE00CCD407...		
Typed Name:	Anthony Cantillo	Date:	12/20/2024
Signature of DAFS Procurement Official:	 DocuSigned by: Sherri Brooker BE7E88805EFD419...		
Typed Name:	Sherri Brooker	Date:	12/31/2024