



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
OFFICE OF STATE 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 Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Department of Administrative and Financial Services (DAFS) Bureau of General Services (BGS)	
Department Contract Administrator or Grant Coordinator:		Elaine Clark 207-624-7366	
(If applicable) Department Reference #:		Remediation	
Amount: (Contract/Amendment/Grant)	\$ 9,800.00	Advantage CT / RQS #:	CT 18A 20241126*1396
CONTRACT	Proposed Start Date:	8/1/2024	Proposed End Date: 8/31/2024
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:		Atlantic Environmental Contractor Inc. VC0000192013 81 East Avenue Lewiston, ME 04240	
Brief Description of Goods/Services/Grant:		Remediation F-2 Corrections, Center Building window removal.	

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 checked="" 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

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.

Remediation F-2 Corrections, Center Building window removal.

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

The Provider shall fine clean and remove room contents, remove asbestos and non- asbestos floor tiles and remove the existing suspended ceiling tiles in the Evidence Room and adjacent office area. Ceiling tile grid will be fine cleaned and left in place. Location 102 Hogan Road, 2nd Floor Bangor.

The Provider shall abate and remove a window unit from the stage area of the auditorium at the Central Building. The stained-glass window unit will be turned over to the State of Maine after removal. Every care will be taken to not damage the window; however, the window glass is in poor condition and AEC cannot guarantee there will be no subsequent damage during the removal process. Location East Campus, Central Building, Augusta

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

This was an emergency service.

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

Any non-emergencies will follow Procurement rules and procedures.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.

PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

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:
Elaine Clark
2D3B27019FF1432...

Typed Name:

Elaine Clark

Date:

12/2/2024

Signature of DAFS Procurement Official:

DocuSigned by:
Justin Franzose
AEED9C7B3A8044E...

Typed Name:

Justin Franzose

Date:

12/4/2024