



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:		Inland Fisheries and Wildlife, Engineering Division	
Department Contract Administrator or Grant Coordinator:		Richard Parker, Director of Engineering	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 9,416.78	Advantage CT / RQS #:	20241202*1414
CONTRACT	Proposed Start Date:	12/9/2024	Proposed End Date: 2/28/2025
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:		VC1000019611 Daigle Oil Co, PO box 328, Fort Kent, ME	
Brief Description of Goods/Services/Grant:		Eagle Lake Pilot House furnace and oil tank replacement	

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.

During a routine annual maintenance visit it was discovered the Heat Exchanger inside the furnace was cracked beyond repair and the oil drum was weeping oil through the base of the tank. Both the heat exchanger and the oil drum are items that must be repaired immediately for safety of the occupants and the environment.

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

Eagle Lake is a remote area in Maine with very few vendors who are willing to travel into that region. Daigle Oil Co. is willing and able to complete the work as the facility is a regular customer and not a new customer.

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

MDIFW has had other furnaces replaced at facilities across the State of Maine. This price is in line with other furnace replacements previously completed.

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

It would be preferred to catch a repair such as this a year or two earlier so a competitive bid process could be utilized. Due to the remote location this facility is not visited by maintenance personnel who are trained to recognize such deficiencies.

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

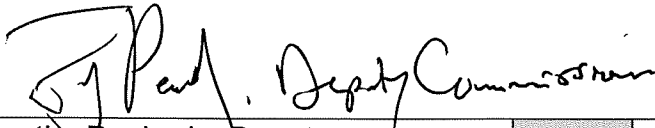
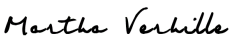
Does this request utilize ARPA/MJRP funds?

- 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):			
Typed Name:	Timothy Peabody, Deputy Commissioner	Date:	12/3/2024
Signature of DAFS Procurement Official:	<div style="border: 1px solid black; padding: 5px;"> <small>DocuSigned by:</small>  <small>891CE7A1493D45B...</small> </div>		
Typed Name:	Martha Verhille	Date:	12/9/2024