



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:		Department of Administrative and Financial Services Bureau of General Services	
Department Contract Administrator or Grant Coordinator:		William Longfellow	
(If applicable) Department Reference #:		19047 - Hospital St./Kelton Rd., Augusta, Maine - Water Main Upgrade	
Amount: (Contract/Amendment/Grant)	\$80,751.99	Advantage CT / RQS #:	RQS 18A 2024040716*0079
CONTRACT	Proposed Start Date:	4/1/2023	Proposed End Date: 12/31/2024
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:		Greater Augusta Utility District (GAUD) Augusta ME 04330	
Brief Description of Goods/Services/Grant:		Water main upgrade, East Campus, Augusta	

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 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.	GAUD upgraded their water system which included the waterline that services the State of Maine East Campus. The State of Maine partnered with GAUD as the upgrade was in the best interest of the State and would provide for optimum water services for East Campus facilities.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	The water system is owned and operated by GAUD, who hired the contractor through a competitive bid process. The State of Maine has an MOU with GAUD detailing the payment arrangements.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	The contractor hired by GAUD was selected through a competitive bid process. The State of Maine is paying their agreed upon amount to GAUD.
4. Describe the plan for future competition for the goods or services.	Any water service work will be coordinated with GAUD and awarded through a competitive bid process. Click or tap here to enter text.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	

PART V: APPROVALS			
The signatures below indicate approval of this procurement request.			
Signature of requesting Department's Commissioner (or designee):			
Typed Name:	William J Longfellow	Date:	7/16/24
Signature of DAFS Procurement Official:	DocuSigned by: 		
Typed Name:	Michael McNeil	Date:	7/24/2024

NOI 0720240832