

State of Maine Procurement Justification Form

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.

PART I: OVERVIEW

Department Office/Division/Program:		DHHS/Maine CDC		
Department Contract Administrator or Grant Coordinator:		Chris Moiles		
(If applicable) Department Reference #:		CD0-21-54CAP08		
Amount: (Contract/Amendment/Grant)	\$ 12,918.33	Advantage CT / RQS #:	Draft RQS 10A 20210112*677	
CONTRACT	Proposed Start Date:	01/01/2021	Proposed End Date:	03/31/2021
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:		VWR part of Avantor One Radnor Corporate Center Building One, Suite 200 100 Matsonford Road , Radnor, PA 19087-8660		
Brief Description of Goods/Services/Grant:		Purchase of one (1) new VIP ECO Series Energy Efficient - 86C Ultra-Low Temperature Freezers, Energy Star Certified, 115V, 729L VWR Catalog number 76305-598 from quote number 8031465315 for use in the 2019 Novel Coronavirus for sample and reagent storage.		

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
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
X	E. Emergency		K. Client Choice
	F. University Cooperative Project	X	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.

Purchase of one (1) VIP ECO Series Energy Efficient -86C Ultra-Low Temperature Freezer to be used by HETL for 2019 Novel Coronavirus sample storage.

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PART III: SUPPLEMENTAL QUESTIONS

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

VWR was selected as the awarded vendor due to their pricing (32% discount), fast response time in email and phone communications, and ability to meet our required delivery time in response to our Governor's Civil State of Emergency.

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

The Department looked at available companies to provide these items (such as Fisher, Local Appliance Stores, Eppendorf etc.); this organization was the only one that could support the Department's need and the vendor with the shortest delivery dates. As such, the Department reviewed the pricing and delivery lead time, which was deemed acceptable in light of the Governor's Civil State of Emergency.

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

The department does not intend to RFP this service at this time.

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:

Benjamin Mann

Date:

1/29/2021

**Signature of DAFS
Procurement Official:**

Jaime Schorr

Printed Name:

Jaime Schorr

Date:

3/3/2021