

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. 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 website (Forms page) for additional instructions.

PART I: OVERVIEW

Department Office/Division/Program:		DHHS/Maine CDC		
Department Contract Administrator or Grant Coordinator:		Chris Moiles Shawn Belanger		
(If applicable) Department Reference #:		CD0-20-5407		
Amount: (Contract/Amendment/Grant)	\$720,000	Advantage CT / RQS #:		
CONTRACT	Proposed Start Date:	4/30/2020	Proposed End Date:	4/30/2021
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:		IDEXX Laboratories, Inc. Westbrook, ME		
Brief Description of Goods/Services/Grant:		Procurement of PCR and extraction kits for COVID-19 testing		

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
	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: COVID-19

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.

The Department and IDEXX Laboratories have entered into an MOU whereby IDEXX will be loaning the Department a KingFisher Flex, 96 DW Instrument for testing samples for COVID-19. As part of this MOU, IDEXX is donating 3500 test kits (reaction and extraction units) and the Department is agreeing to purchase (a minimum of) 3000 test kits per week for twelve weeks, for a total of 36,000 kits at \$20 each. This is essential to support the volume of testing necessary to help the state reopen.

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PART III: SUPPLEMENTAL INFORMATION

In the event that additional test kits are needed throughout the duration of this Governor Mill's Civil State of Emergency regarding COVID-19 and the implementation of the plan to reopen the state, this PJF will apply.

This procurement is subject to Food and Drug Administration EUA approval of the test kits.

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

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; this organization was the only one that could support the Department's need. As such, the Department reviewed the pricing, 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.

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: 5/1/2020

**Signature of DAFS
Procurement Official:**

DocuSigned by:

Laurie A. Andre

Printed Name: Laurie A. Andre

Date: 5/4/2020