

# 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:		Office of the Public Advocate		
Department Contract Administrator or Grant Coordinator:		Barry Hobbins, Public Advocate		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 50,000	Advantage CT / RQS #:	20210105000000001984	
CONTRACT	Proposed Start Date:	<b>1/19/2021</b>	Proposed End Date:	1/18/2022
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:		Exeter Associates, 10480 Little Patuxent Pkwy, Ste 300, Columbia MD 21044		
Brief Description of Goods/Services/Grant:		Expert witness services relating to cost of service testimony in a proceeding to consider a utility rate increase for Versant Power		

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

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## PART III: SUPPLEMENTAL INFORMATION

In order to litigate a request for an increase in rates made to the Public Utilities Commission, the OPA requires an expert witness to perform technical review of the filing, make discovery requests, present opposing testimony and related tasks.

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

The selected vendor recently won a competitive bid to provide similar services in connection with another similar proceeding involving a different utility and previously won a competitive bid to provide similar services in connection with a similar proceeding involving the same utility that was withdrawn. The vendor won these prior solicitations based upon demonstrated expertise and experience necessary to the required tasks and offering a low price relative to other competitors.


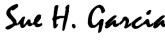
### 3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The proposed pricing is similar to its prior winning bids presented to the OPA described in response to item III.2 above.

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

The OPA anticipates primarily using competitive solicitation processes to select vendors to assist in future similar proceedings. In this instance, the recent selection of the same vendor through competitive solicitation in similar matters, the vendor's demonstrated expertise and experience, its consistent pricing with prior winning bids, and the need to retain the consultant quickly supported the use of a single source contract in this instance.

## PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	Barry J. Hobbins	<b>Date:</b>	1/5/2021
<b>Signature of DAFS Procurement Official:</b>	<div style="border: 1px solid black; padding: 2px; display: inline-block;"> <small>DocuSigned by:</small>    <small>E5DB92AC0F8D490...</small> </div>		
<b>Printed Name:</b>	Sue H. Garcia	<b>Date:</b>	1/6/2021