



## 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:	DEP-Bureau of Remediation and Waste Management-Division of Response Services			
Department Contract Administrator or Grant Coordinator:	Andi L. Lasselle			
(If applicable) Department Reference #:	Click or tap here to enter text.			
Amount: (Contract/Amendment/Grant)	\$ 9,000	Advantage CT / RQS #:	CT #20211122*1267	
CONTRACT	Proposed Start Date:	11/18/2021	Proposed End Date:	11/17/2022
AMENDMENT	Original Start Date:	Click or tap to enter a date.	Effective Date:	Click or tap to enter a date.
	Previous End Date:	Click or tap to enter a date.	New End Date:	Click or tap to enter a date.
GRANT	Project Start Date:	Click or tap to enter a date.	Grant Start Date:	Click or tap to enter a date.
	Project End Date:	Click or tap to enter a date.	Grant End Date:	Click or tap to enter a date.
Vendor/Provider/Grantee Name, City, State:		Hazmateam, Inc		
Brief Description of Goods/Services/Grant:		8 hr HAZWOPER Technician Level Training		

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.

Oil and Hazardous Materials Responders within the Division of Response services are required to receive annual refresher training as sited within by 29CFR 1910.120(q) and related standards. Delay or postponement of training would result in noncompliance with OSHA/BLS standards, and the potential inability of DEP responders to respond with the leading technology of safe spill response techniques in order to protect public health and safety 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.

Due to the highly specialized and technical work that the Oil and Hazardous Material Responders perform in hazardous environments, they are required to complete annual refresher training. This training includes safety requirements of conducting emergency response work as required primarily under OSHA standard 1910.120 subpart q. A limited number of vendors are available that have both the knowledge and experience in this field. Hazmateam, Inc. has many highly qualified instructors and over 20 years of experience. Hazmateam, Inc. has both the knowledge base and the recent practical experience to meet the specialized training needs of the Oil and Hazardous Material Responders' training program. They were chosen based on their past demonstration of competency in training the specialized skills required in materials transport response, recommendations of others in the field, and their availability at this time.

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

The rate is fair and reasonable for the training that is required. Hazmateam is charging about \$4,000 per class and a quote received from another out of state hazardous materials technician level training provider is over \$5000 per class. In 2009, Hazmateam provided 4 days of instruction for \$14,048.53 which is approximately \$3,500 per class. In September of 2021, Moran Environmental another out of state training provider was contracted with to deliver 2 days of instruction to the Division at a cost of \$9,750 or \$4,875 per day of instruction.

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


It is our plan to always consider the most cost-effective means of providing required health and safety training for Responders that maintains compliance with application federal and state regulations.

### 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:	David R. Madore for Melanie Loyzim	Date:	Dec 30, 2021

Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Typed Name:	<small>2D5B6E39F57E44A...</small> Click or tap here to enter text.	Date:	Click or tap to enter a date.

william J.E. Allen

1/10/2022

NOI 0120220013 01/10/2022 - 01/16/2022