

## State of Maine Procurement Justification Form

This form must accompany ALL contract requests and sole source requisitions (RQS) submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below. 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:		Marine Resources Bureau of Public Health	
Department Contract Administrator or Grant Coordinator:		Thomas Gildersleeve	
(If applicable) Department Reference #:			
Document Amount:	\$ 13,760.16	Advantage CT / RQS #:	RQS-13A-20200128*878
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:
ALL OTHER	Proposed Start Date:	<b>2/15/2020</b>	Proposed End Date: 3/31/2020
Vendor/Provider/Grantee Name, City, State:		Thomas Scientific, Swedesboro, NJ VC0000232666	
Brief Description of Goods/Services/Grant:		White Gridded EZ-Pak filters	

### PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification that applies to this request. (Select only one justification.)

	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.**

44 Boxes of EZHAWG474 EZ-Pak mixed cellulose ester membrane cartridges. 0.45 um pore size, 47 mm filter diameter, white filter color. 4 bands of 150 filters/pk.

All filters must be from the same PRODUCTION LOT with the same production number. This is very important!!!

Expire date on the filters has to be > August 2021

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## PART III: SUPPLEMENTAL INFORMATION

Filters must be received before March 31, 2020

Quote must include all shipping and freight.

These specific filters are required to perform the necessary water quality sampling used to determine if closures are needed to ensure the safety of the public.

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

Thomas Scientific has provided these quality filters at a 41.5% discount to us for the last several years. Thanks in large part to Thomas Scientific's willingness, the Bureau of Public Health has been judicious when it comes to finding the best way to provide accurate results. Consequently, enabling the Department to dispense of closures and openings, allocating for the shellfish industry while safeguarding the public from disease.

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

Thomas Scientific has been a trusted vendor for many years, the resulting relationship with said vendor has insured great customer service, high quality product with a low cost. In a previous year a different vendor was used, resulting in more money spent. The vendor could not get the product to us in the required time frame and more than one lot number was sent which caused more testing to be required to verify samples. This vendor also attempted to increase the price after they signed the contract.

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

In the future DMR plans to continue to pursue the highest quality products, while incurring the least economic impact.

## 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>	J. Kohl Kanwit	<b>Date:</b>	1/27/2020
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> 		
<b>Printed Name:</b>	<small>AEED9C7B3A8044E...</small> Justin Franzose	<b>Date:</b>	2/3/2020