

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. 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:	Environmental Protection/Air Quality/Air Quality Assessment		
Department Contract Administrator or Grant Coordinator:	Andrew Johnson		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 7,896.67	Advantage CT / RQS #:	O6A 20191023000000001380
CONTRACT	Proposed Start Date:	Proposed End Date:	
AMENDMENT	Original Start Date:	Effective Date:	10/1/2019
	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:	Wisconsin State Laboratory of Hygiene, Madison, WI		
Brief Description of Goods/Services/Grant:	Atmospheric Deposition Sampling and Analyses		

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
X	B. Amendment		H. State Statute/Agency Directed
	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.
<p>The Department has decided to include the Carrabassett Valley mercury deposition site ME04 in its network of statewide atmospheric deposition monitoring sites under the existing FY2020 contract with the National Atmospheric Deposition Program (NADP), in order to continue collecting this type of data for long-term trends purposes and to maintain special coverage in this area of Maine.</p>

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PART III: SUPPLEMENTAL INFORMATION

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

NADP's analytical laboratory services are specifically designed to match the requirements of the NADP's NTN and MDN sampling and analytical protocols, as detailed in their Quality Assurance Project Plans for various components of those programs. In order to have one's deposition monitoring sites considered as belonging to the NADP NTN or MDN network, the samples must be analyzed by either the CAL or the HAL. The value and benefit to DEP of its sites belonging to these networks is the consistency and comparability of the data generated by all of its sites, providing for direct "apples to apples" comparisons with data from other states' sites. DEP has an existing contract for FY202 with NADP, and this amendment will add the ME04 site to it.

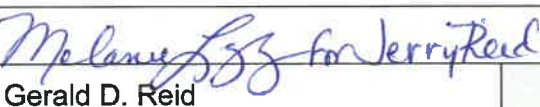
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

As more fully explained in section 2 above, in order to belong to this national program, using another laboratory's analytical services is simply not an option.

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

The NADP has a process in place to issue 5-year contracts with its analytical labs. A competitive bidding process is undertaken at that time. This cost for analytical services that are the subject of this request are the same as last year, which is \$1,800 less than they were four years ago due to a new lab contract.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
Printed Name:	Gerald D. Reid	Date:	2/25/20
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Kathy Paquette</i>		
	<small>41C2BA36FAF44CD...</small>		
Printed Name:	Kathy Paquette	Date:	3/24/2020