



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:		Maine Public Utilities Commission		
Department Contract Administrator or Grant Coordinator:		Sally Zeh, Director- Electric & Gas		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 100,000	Advantage CT / RQS #:	20240603000000003520	
CONTRACT	Proposed Start Date:		Proposed End Date:	
AMENDMENT	Original Start Date:	6/3/2024	Effective Date:	6/3/2025
	Previous End Date:	6/2/2025	New End Date:	6/2/2026
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		WILLDAN ENERGY SOLUTIONS DBA Energy & Environmental Economics San Francisco CA		
Brief Description of Goods/Services/Grant:		Ongoing consulting services relating to Green House Gas Emissions Reduction		

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 checked="" type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input 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
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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.

Provider will continue delivering comprehensive analysis and support of developing criteria and protocols for determining whether and how greenhouse gas emissions reduction may be enhanced as a result of Commission decisions in its litigated proceedings.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

The provider was originally selected in response to the Commission Docket 2024-00072 to understand the potential impact to greenhouse gas emissions reduction, which is a factor the Commission is statutorily required to consider in its proceedings. The provider has conducted similar analysis and support work to other public utility commissions related to greenhouse gas emissions reduction.

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

Based on similar analysis, the Commission considers the costs to be reasonable.

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

If future work is required, an RFP may be conducted.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.

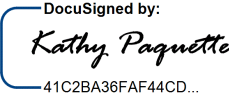
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).

The requesting department signatory understands and acknowledges Maine's Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	<i>Amy Dumeny</i>		
Typed Name:	Amy Dumeny	Date:	02/12/25
Signature of DAFS Procurement Official:			
Typed Name:	Kathy Paquette	Date:	3/7/2025






E3- Feb 2025-Procurement Justification Form (PJF)

Final Audit Report

2025-02-12

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