

## 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:		DEP/ Air Quality Assessment/ Lab and QA		
Department Contract Administrator or Grant Coordinator:		David Lemery		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$12,780.00	Advantage CT / RQS #:	<b>06A 20200408*1128</b>	
CONTRACT	Proposed Start Date:	<b>10/01/2019</b>	Proposed End Date:	09/30/2020
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:		PerkinElmer/Shelton, CT		
Brief Description of Goods/Services/Grant:		A Service Contract which covers the Preventive Maintenance visit and any breakdown of the PerkinElmer Gas Chromatograph/Thermal Desorption System at the Enhanced Ozone Monitoring site in Cape Elizabeth.		

### 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

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## 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.**

The Gas Chromatograph/Thermal Desorption System is located at the Enhanced Ozone Monitoring site in Cape Elizabeth at the Two Lights State Park. Its warranty expired on the 30<sup>th</sup> of September 2013. To maintain the reliability, sensitivity and productivity of the analytical system, an annual service contract needs to be enacted for 2019-2020. Due to its complexity and high daily work load, it is likely that this system will need maintenance and emergency repairs in the coming fiscal year. Delay or postponement of renewing the service contract could result in extensive instrument downtime resulting in no Enhanced Ozone Monitoring data being generated for extended time periods. Delay or postponement would result in far slower response times and higher repair costs from PerkinElmer when emergency repairs are needed. Furthermore, due to staff turn-over, there is a lack of in-house knowledge on troubleshooting the Gas Chromatograph/Thermal Desorption system, further requiring the need to access on-call, or in person troubleshooting and repair assistance.

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

The Gas Chromatograph/Thermal Desorption System at the Two Lights State Park is manufactured, supplied and supported by the PerkinElmer Company. The parts and support are unique and exclusively available from PerkinElmer. The technician from there is highly trained, experienced and knowledgeable in having the system up and running in a short period of time. They also react quickly to a service call which saves the Department in downtime and helps meet EPA % data recovery deadlines

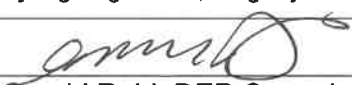
**3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.**

The negotiated cost of the Service Plan is reasonable in that the cost of the Preventative Maintenance Service, along with any emergency repair visits, are exponentially costly without any prearranged service plan. In the past, the Gas Chromatograph/Thermal Desorption System did not have a Service Plan and the cost of a service call was astronomically high in comparison with having the Service Plan. Also, there was an extended downtime due to the fact that we were not a priority because we didn't have a service plan in place. Every year since that time, the terms are attentively negotiated between the Department and PerkinElmer.

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

The PerkinElmer Gas Chromatograph/Thermal Desorption System, along with the supporting technicians, is extremely dependable and steady in its output of important data that is provided to the Department regarding ground level ozone formation. The Department is always on the lookout for a different system which is capable of producing the specific, high quality ambient air data we require, is less costly, and will meet the stringent requirements set by the by EPA.

## 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>	Gerald Reid, DEP Commissioner	<b>Date:</b>	4/7/20
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> <i>Justin Franzose</i>		
<b>Printed Name:</b>	<small>AEED9C7B3A8044E...</small> Justin Franzose	<b>Date:</b>	4/13/2020