



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

DIVISION OF PROCUREMENT SERVICES

STATE OF MAINE

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:		Department of Economic and Community Development	
Department Contract Administrator or Grant Coordinator:		Jeanne St. Pierre	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 6,500,000.00	Advantage CT / RQS #:	CT19A
CONTRACT	Proposed Start Date:	Proposed End Date:	
AMENDMENT	Original Start Date:	Effective Date:	
	Previous End Date:	New End Date:	
GRANT	Project Start Date:	Grant Start Date:	4/1/2022
	Project End Date:	Grant End Date:	12/31/2024
Vendor/Provider/Grantee Name, City, State:		Maine Technology Institute, Brunswick, ME	
Brief Description of Goods/Services/Grant:		This is a subaward of Federal ARP funds to support the electric grid upgrades as identified in 2021 PL.483 Part W.79.1.	

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.

The Department of Economic and Community Development (DECD) was awarded Maine Jobs and Recovery Plan (MJRP) funding to support improved electricity grid access for economic development projects in heritage industries and other sectors central to Maine's recovery from the COVID-19 pandemic, such as food systems, forestry and manufacturing. The grants will be managed in coordination with DECD and the Governor's Energy Office and will focus on areas where private capital and other economic funding opportunities can be leveraged.

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

The Maine Technology Institute (MTI) is a non-profit corporation established by law to provide funding to businesses in Maine, with the President of MTI serving as an employee of the Department of Economic and Community Development (DECD) and reporting to the Commissioner. MTI has expertise with execution in similar grant programs through their professional team of financial and economic development advisors. MTI has already deployed over \$75 million to support businesses in the forest products, seafood, and technology industries.

Since DECD and MTI have direct business connections and interests, partnering on this initiative would improve business integration, monitoring, and grant tracking. However, the introduction of ARPA funds into the economy has resulted in a limited market for suppliers providing grants management and subrecipient relationships. Therefore, a sole source waiver is being requested as defined in Title 5 1825-B2, with the expectation that the Division of Procurement Services will post a Notice of Intent on their website to inform potential suppliers of this opportunity.

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

2021 PL.483 Part W.79.1 assigned \$4m in FY22 and \$2.5m FY23

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

N/A

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

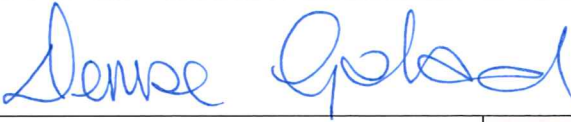

Does this request utilize ARPA/MJRP funds?

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

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:	Denise Garland, Deputy Commissioner	Date:	3/8/2023
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Typed Name:	<small>2A644AF5681F482...</small> David Morris	Date:	3/31/2023