

**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:		Maine DEP Response Services	
Department Contract Administrator or Grant Coordinator:		Jesse Clark	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ \$5,286.00	Advantage CT / RQS #:	RQS # 20230502*1328
CONTRACT	Proposed Start Date:	3/8/2023	Proposed End Date: 5/31/2023
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:		U.S. Environmental, Waltham, Ma	
Brief Description of Goods/Services/Grant:		A Ion Science Tiger Photoionization Detector (PID) gas meter	

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 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 checked="" 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.	A Photoionization Detector (PID) is a gas detector used to measures volatile organic compounds (VOCs), such as benzene, and other gases. Response Services primarily uses PIDs to monitor potential VOCs exposure for workers during potential spills or leaks of hazardous materials, oil, or gasoline and is a required life safety device. Each Responder is outfitted with their own PID. The Northern Maine Reginal Office only has two fully capable PIDs, one of which was broken beyond repair. The necessity of the PID is of such that one needed to be purchased immediately to replace the broken PID.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	Vendor carries and could deliver an emergency replacement PID that responders are trained in and used in DEP SOPs in an expedited manner.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	The vendor is a local distribution partner of Ion Science (PID manufacture) which has reduced merchandise rates and discounted prices for governmental agencies.
4. Describe the plan for future competition for the goods or services.	Future PIDs will go out to bid.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).	
<input checked="" type="checkbox"/> 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:	Melanie Loyzim	Date:	May 16, 2023
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Typed Name:	william J.E. Allen	Date:	5/16/2023