



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:	Environmental Protection			
Department Contract Administrator or Grant Coordinator:	Victoria Eleftheriou			
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 250,000	Advantage CT / RQS #:	CT #20230503*3032	
CONTRACT	Proposed Start Date:	5/15/2023	Proposed End Date:	5/15/2025
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:	Brown and Caldwell, Andover, MA			
Brief Description of Goods/Services/Grant:	Study for Sustainable Management of Wastewater Solids, Septage, and Leachate			

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 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.

The service is needed to conduct a comprehensive study of current and long-term landfill capacity, quantities of sludge and septage generated and economic analysis on the impact to Maine communities from implementation of LD 1911; evaluate currently available management technologies for PFAS-impacted materials; and determine alternatives and recommendations for short and long-term biosolids management for various sized wastewater treatment utilities in Maine. The Maine Water Environment Association (MEWEA) has already commissioned Brown and Caldwell, the proposed provider, with drafting a proposal for this comprehensive study and will be contributing funds to this study. DEP will work in collaboration with MEWEA to provide oversight of the work. Please see the attached scope of services for more detailed information regarding this study.

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

Brown and Caldwell are a national consulting engineering firm with expertise in wastewater treatment, remediation technologies, and emerging contaminants such as PFAS among other areas. They are already familiar with the design of several wastewater treatment facilities in Maine. They were specifically tasked with drafting a proposal for this comprehensive study by MEWEA.

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

The rates are based on current charge rates for Brown and Caldwell personnel. The costs incurred will be based on a time and expense basis only. Rates are competitive in comparison with other environmental consultants of their caliber. MEWEA will also be contributing to funding this study and Brown and Caldwell was their proposed provider.

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

Future goods or services for similar work, where time permits, will likely be completed through a competitive bidding process.



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:	Melanie Loyzim	Date:	May 17, 2023
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>  <small>891CE7A1493D45B...</small>		
Typed Name:	Martha verhille	Date:	5/18/2023