



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:		Inland Fisheries and Wildlife, Bureau of Resource Management		
Department Contract Administrator or Grant Coordinator:		Tegwin Taylor Diana Harper		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)		\$ 41,769.50	Advantage CT / RQS #:	RQS 09A-20240410*1469
CONTRACT	Proposed Start Date:	04/10/2024	Proposed End Date:	09/30/2024
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:		Eco Concepts Albany, GA		
Brief Description of Goods/Services/Grant:		Custom-built portable incinerator		

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.

A portable incinerator is a valuable tool for wildlife carcass disposal, such as PFAS surveillance in wildlife, wildlife disease outbreaks and mass mortality events. Having the flexibility to transport an incinerator to the site of an event is imperative for such responses. Not only does a portable incinerator allow for timely intervention, but it greatly reduces the potential risk of disease spread over the alternative options of transporting carcasses from the event site to landfills or other incinerators in the state.

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

ECO Concepts incinerators have been recommended by colleagues in another state wildlife agency. This company has built incinerators for seven state wildlife agencies to date. They have multiple units with various customizable features, including the option of natural gas or propane fuel and an afterburner/secondary chamber. To obtain a permit from the Maine Department of Environmental Protection's Air Licensing Program, this secondary chamber is a mandatory component for any incinerator we select. These units also have automatic timers and temperature controls and can burn more efficiently than other incinerators because of ECO Concepts flame flow construction. We do not know of any other company that produces an incinerator unit with a complete opening/top loading rollback lid, ceramic grates for longevity, V-shaped for self-feeding of product toward the burner (no mid-cycle stirring), or flame of flow to allow incineration on all 4 sides of the product at the same time This company is the only vendor known to the Department that meets these requirements.

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

ECO Concepts incinerators have many features that make them user-friendly for our purposes. Additionally, it is a specialized piece of industrial equipment that is made in the United States and can be driven to Maine rather than shipped overseas. Since this is the only vendor known to the Department that meets these purposes, we believe the cost is reasonable, given the features and programmatic need. This unit will be purchased with funds available to the Department for PFAS specific work.

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

If additional units are needed to meet future program needs, the Department will once again search for all available vendors that supply such items.

### 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**

Does the requesting Department signatory understand and acknowledge Maine's COI Statute?

 Yes, the requesting Department understands and acknowledges MRS Title 5, §18-A, 2.**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	DocuSigned by: <i>Tim Peabody</i> 03275703AA74438...		
Typed Name:	Timothy Peabody	Date:	5/21/2024
Signature of DAFS Procurement Official:	DocuSigned by: <i>Michael McNeil</i> 7008796FB36A449...		
Typed Name:	Michael McNeil	Date:	5/22/2024

NOI 0520240590

**Certificate Of Completion**

Envelope Id: 23567687DF944564B9DB0B9A9329464E

Status: Completed

Subject: PJF to sign: ECO Concepts 20240410\_1469

Source Envelope:

Document Pages: 3

Signatures: 1

Envelope Originator:

Certificate Pages: 4

Initials: 0

Diana Harper

AutoNav: Enabled

353 Water Street

Enveloped Stamping: Enabled

41 SHS

Time Zone: (UTC-08:00) Pacific Time (US &amp; Canada)

Augusta, ME 04333-0041

diana.harper@maine.gov

IP Address: 198.182.163.126

**Record Tracking**

Status: Original

Holder: Diana Harper

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5/21/2024 7:36:36 AM

diana.harper@maine.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Inland Fisheries and Wildlife

Location: DocuSign

**Signer Events**

Tim Peabody

timothy.e.peabody@maine.gov

Deputy Commissioner

Security Level: Email, Account Authentication  
(None)**Signature**

DocuSigned by:



03275703AA74438...

Signature Adoption: Pre-selected Style

Using IP Address: 198.182.163.113

**Timestamp**

Sent: 5/21/2024 7:38:26 AM

Viewed: 5/21/2024 8:09:34 AM

Signed: 5/21/2024 8:10:04 AM

**Electronic Record and Signature Disclosure:**

Accepted: 5/21/2024 8:09:34 AM

ID: 049e219e-b958-458b-999a-b1f72ed0bedb

**In Person Signer Events****Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

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Signing Complete

Security Checked

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Security Checked

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**Payment Events****Status****Timestamps****Electronic Record and Signature Disclosure**