



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:		MaineDOT Fleet Services	
Department Contract Administrator or Grant Coordinator:		Danielle Brooks	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)		\$ 800,000	Advantage CT / RQS #:
CONTRACT	Proposed Start Date:	6/1/2023	Proposed End Date: 5/31/2024
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:		Maine Standard Biofuels - Portland, Maine	
Brief Description of Goods/Services/Grant:		Bioheat and biodiesel for MaineDOT facilities, vehicles and Equipment.	

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.

MaineDOT conducted a one-year pilot study using bioheat and biodiesel in the Department's facilities, vehicles, and equipment. The pilot was conducted in support of the Governor's Executive Order to Strengthen Maine's Economy and Achieve Carbon Neutrality by 2045. MaineDOT will continue its partnership with Maine Standard Biofuels and expand the use of biofuels by adding additional locations along the I-95 Corridor.

In support of the Governor's Executive Order to Strengthen Maine's Economy and Achieve Carbon Neutrality by 2045, MaineDOT seeks to partner with Maine Standard Biofuels who can meet the following criteria:

- Supplier must source their renewable UCO feedstock from the New England market
- Biodiesel must be produced in the State of Maine
- Collection of supplier's vehicles must run on biodiesel (up to B99% blend, depending on the season) for overall reduction of GHG in supply chain
- Feedstock must be sustainably sourced used cooking oil, not virgin or imported oil which would result in higher supply chain GHG emissions
- Product must be traceable, with a transparent batch production process
- Product must be tested quarterly with an independent lab to ensure they meet ASTM 6751-15c
- Fuel must meet Grade 1B Criteria, ensuring mono glycerides are below .4% to ensure lower cloud point and lower impurities
- Vendor must supply quarterly Carbon Impact offset reporting information

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

At this time, Maine Standard Biofuels is Maine's only full-service used cooking oil collector and biofuel manufacturer. This vendor is also able to meet the criteria listed in Section 1 and provide service statewide.

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

A Master Agreement with Maine Standard Biofuels will operate off the rack (fluctuating) price. Prices are comparable & competitive with traditional #2 fuel and diesel while allowing the Department to reduce its carbon emissions. Estimated to purchase 30,000 gallons of bioheat and 250,000 gallons of biodiesel from June through May.

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

Based on the success of the pilot study, MaineDOT expanded the use of bioheat to additional Southern Maine facilities and expanded biodiesel in tanks along the I95 corridor as far North as Bangor. The hope is that sustainable energy is the way of the future, which should foster an increase in competition for biofuel manufacturers and providers and create an opportunity for DOT to expand coverage of biodiesel to all our diesel tanks and bioheat in our facilities statewide.

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:	William Pulver, C.O.O	Date:	5-30-2023
Signature of DAFS Procurement Official:	DocuSigned by:  066BBD96EE5347F...		
Typed Name:	Michelle Fournier	Date:	5/31/2023