



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 Public Utilities Commission	
Department Contract Administrator, or Grant Coordinator:		Sally Zeh, Director Electric and Gas Division	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$ 112,560	Advantage CT / RQS #:	CT 65A 20240603*3520
CONTRACT	Proposed Start Date:	6/3/2024	Proposed End Date: 6/2/2025
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:		Willdan Energy Solutions, DBA Energy & Environmental Economics Cambridge, MA	
Brief Description of Goods/Services/Grant:		Expert consulting services to provide a comprehensive analysis, support and final report of greenhouse gas as directed by the Commission.	

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
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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.

Provider will provide comprehensive analysis, support and final report of greenhouse gas implications and potential impacts involving the proposed change in ownership of PNGTS as detailed in Commission Docket 2024-00072.

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

Provider was selected in response to the Commission Docket 2024-00072 to understand the potential impact to greenhouse gas. The Commission has an urgency for the results due to implications in the case. Provider has conducted similar analysis and support work to other public utility commissions related to greenhouse gas impacts.

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

Based on similar analysis, the Commission considers the costs to be reasonable.

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

This contract is directly related to a specific docket with an immediate urgency for results to be considered in the case. Future work related to similar analysis will likely be bid.

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

Does this request utilize ARPAMJRP 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):			
Typed Name:	Phillip Bartlett, Chair	Date:	6/3/2024
Signature of DAFS Procurement Official:	<div data-bbox="592 709 906 808" style="border: 1px solid black; padding: 5px;"> <p><small>DocuSigned by:</small> <i>Michelle D. Fournier</i> <small>066BBD96EE5347F...</small></p> </div>		
Typed Name:	Michelle D. Fournier	Date:	6/5/2024