



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
OFFICE OF STATE 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 Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		DEP, Division of Air Quality Assessment, Lab and QA Section	
Department Contract Administrator or Grant Coordinator:		Andrea Galasyn	
(If applicable) Department Reference #:		Primary account code: 012-06A-2050-12-5595 Any remaining balance, please use: 013-06A-2100-13-5595-FY2124PPG	
Amount: (Contract/Amendment/Grant)	\$ 9,706.12	Advantage CT / RQS #:	RQS #20250605*1865
CONTRACT	Proposed Start Date:		Proposed End Date:
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:		Entech Instruments, Inc Simi Valley, CA	
Brief Description of Goods/Services/Grant:		Six-liter stainless steel Silonite air sampling canisters and replacement parts for Entech autosamplers that are used for ambient air collection and analysis according to EPA Method TO-15 by the MEDEP Air Laboratory.	

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
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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.

The ME DEP Air Laboratory provides ambient air analysis for volatile organic compounds (VOCs) using a gas chromatograph/mass spectrometer (GCMS) and Entech Preconcentrator with autosampler by EPA Method TO-15 in support of the Monitoring Sections Hazardous Air Pollutant (HAPs) network. Air samples are collected into stainless steel canisters. The canisters can be cleaned and reused many times over their lifespan. The laboratory periodically purchases new canisters to replace older canisters that have been removed from sampling rotation. Canisters are most commonly removed from rotation due to leaks but also, over time the coating inside of the canisters can degrade causing chemical instability and preventing the lab from meeting quality control requirements. High quality canisters used for sample collection and calibration standard preparation are required to accurately see low concentration VOC's.

Additional replacement consumables for the laboratories two Entech autosamplers are also needed. The parts are unique to Entech Instruments autosamplers. Since we will be using the same funding source, those items are also included in this quote to simplify the purchase to one transaction.

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

Silonite air sampling canisters have been purchased from Entech Instruments previously and have been found to be of top quality due to their unique inert ceramic coating technology. The canister valve is engineered by Entech to provide a double seal which ensures longer leak-free operation. The consumable parts are needed for Entech autosamplers used in the laboratory. We have found that consistency between equipment and supplies is essential to maintain quality assurance standards.

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

The Air Lab has purchased many supplies and instrumentation through Entech Instruments and have always found prices to be fair and reasonable. Another laboratory vendor, Restek, sells similar canisters for \$950 each. Entech has also offered a 32% discount off the list price of Silonite canisters. This allows us to save \$2,365.44 on the canister purchase.

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

By purchasing the new canisters and consumable parts, we will be able to continue analyzing ambient air samples by EPA Method TO-15 for the monitoring network as well as special studies. We will continue to update our inventory to replace canisters that can no longer hold sufficient vacuum to support our ambient air monitoring sample collection and analysis as well as canisters that will no longer meet our high-quality assurance standards due to age allowing future competition at that time.

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

Does this request utilize ARPA/MJRP funds?

<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).
<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.
<input checked="" type="checkbox"/> No – If No, proceed to Part V.


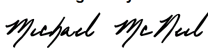
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).

☒ The requesting department signatory understands and acknowledges Maine's Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	David R. Madore for Melanie Loyzim	Date:	06/05/2025
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>  <small>7006790FB30A449...</small>		
Typed Name:	Michael McNeil	Date:	6/9/2025

NOI 0620250541 6/9-6/15