



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:		DHHS/Maine CDC/HETL/ Morgan Easler/Sara Dunne	
Department Contract Administrator or Grant Coordinator:		Brienne Carrero / Lyndsay Frank	
(If applicable) Department Reference #:		CD0-25-54CAP45	
Amount: (Contract/Amendment/Grant)		\$29,848.68	Advantage CT / RQS #: RQS 10A 20250501000000001609
CONTRACT	Proposed Start Date:	5/1/2025	Proposed End Date: 9/30/2025
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:		IDEXX Laboratories Westbrook, ME	
Brief Description of Goods/Services/Grant:		Tecta – automated microbiology testing system for <i>E. coli</i> and coliform testing in drinking water at HETL	

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 checked="" 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.

Funding in the amount of \$29,848.68 for the IDEXX Tecta B16 will be funded by the Maine Drinking Water Program. The DWP will fund the cost of the Tecta B16, the installation and all consumables for startup (see quote 20281455).

The environmental microbiology section at HETL runs US EPA methods for detecting coliform and *E. coli* bacteria that the Maine Drinking Water Program requires for all drinking water facilities. The nature of this type of bacteria requires short hold times for samples. The standard hold times for these samples is 30 hours from the time of sampling for total coliforms and *E. coli*, and 8 hours for fecal coliform analyses. This requires a HETL chemist or microbiologist to come in on Saturdays to conduct testing for samples dropped off/received on Fridays. Obtaining this type of technology would almost eliminate the need for Saturday coverage in the lab thus eliminating a large safety concern. Having a chemist or microbiologist in the lab alone on a Saturday is extremely unsafe as there is nobody else available in the building in the event of an emergency.

The Tecta B16 uses a directed enzyme-substrate method combined with a patented polymer partition technology that isolates the optical detection path from the water sample. This allows for continuous automated interpretation of the sample with results sent via email, eliminating the need for an analyst to be onsite to read the result. The instrument capacity allows for up to 16 simultaneous tests to be run with an incubation and interpretation window of 2-24 hours, depending on the test type. HETL would primarily utilize this technology for reading priority samples such as boil orders, rush samples and rechecks submitted from the DWP.

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

IDEXX is the only vendor that is approved to sell this type of instrument. IDEXX has provided a statement in the form of a Sole Source letter. Please refer to the attached letter for additional information.

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

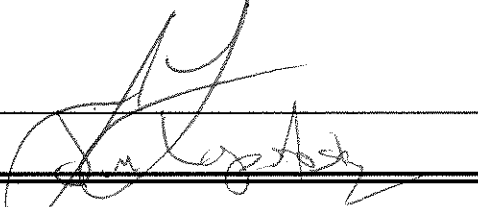
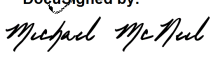
The choice of a particular vendor becomes largely dependent on IDEXX's commitment to quality and customer service. IDEXX is the sole source for this technology and has provided a discount from the normal market price.

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

Due to patented technologies, there are no other options for other manufacturers of this instrumentation. IDEXX is the only vendor that offers this unit.

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	
<i>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.</i>	
<input checked="" type="checkbox"/> 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:	Date: 3-Jun-25
Signature of DAFS Procurement Official:	DocuSigned by: 
Typed Name:	Date: 6/12/2025

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