



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$10,000 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:		Health and Human Services/Maine CDC/Environmental and Occupational Health/Crystal Arbour		
Department Contract Administrator or Grant Coordinator:		Jennifer Levesque/Lyndsay Frank		
(If applicable) Department Reference #:		Multiple – See Table Below		
Agency Department Code:		10A	Advantage CT / RQS #:	Multiple – See Table Below
Amount: (Contract/Amendment/Grant)		Multiple – See Table Below		
CONTRACT	Proposed/Original Start Date:	7/1/2026	Proposed/Most Recent End Date:	6/30/2028
AMENDMENT	New Effective Date:		New End Date (if Applicable):	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Multiple – See Table Below		
Brief Description of Goods/Services/Grant:		Lead Poisoning Prevention		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
☐	A. Competitive Process	☐	G. Grant
☐	B. Amendment	☐	H. State Statute/Agency Directed
☐	C. Single Source/Unique Vendor	☐	I. Federal Agency Directed
☐	D. Proprietary/Copyright/Patents	☒	J. Willing and Qualified
☐	E. Emergency	☐	K. Client Choice
☐	F. Higher Education Cooperative Project	☐	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.

This template agreement will support 22 MRS §§ 1319-C, 1320, and 1320-A to give the Department authority to inspect dwellings, child-occupied facilities, and childcare facilities for lead hazards under certain circumstances, including when a lead poisoned child is identified, or lead-based substances have been identified or are suspected. This agreement will provide services to the Department to execute this authority. The services to be procured are for environmental lead investigations to identify lead hazards in dwellings, child-occupied facilities, and childcare facilities. Information gathered from investigations is used to prevent child occupants from lead exposure in accordance with the Department's statutory authority to order the removal of lead hazards identified during investigations (22 MRS §1321).

Services under these agreements will be provided in the area(s) indicated in the Payment Rider, as well as in other areas of the state on an as needed basis.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

Environmental Lead Inspections can only be performed by risk assessors licensed by the Maine Department of Environmental Protection. These providers were identified to meet the willing and qualified requirements with the RFP 201604094 as a licensed lead risk assessor in Maine and have continued to provide these services through contract renewals. These vendors meet the qualifications required to perform these services.

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

Grantees were determined based on continued capacity to provide these services and meeting willing and qualified requirements.

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

The Department does not intend to RFP these services because these identified providers are the only ones in the State of Maine that are licensed to perform these services. If more vendors are identified or a cap on funding is put in place, the Department will RFP these services.

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) or (026) – 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

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's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

PART VI: APPROVALS

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

Signature of requesting
Department's Commissioner
(or designee):

Typed Name:

Date:

17-Jun-26

2. Additional signature required **ONLY** if box E (Emergency) is selected in PART II. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.

Signature of requesting
Department's Commissioner
(or designee):

Typed Name:

Date:

****OSPS Section Only****

Signature of DAFS
Procurement Official:

Signed by:

Kathy Blais

41C2BA36FAF44CD...

Kathy Blais

Typed Name:

Date:

7/22/2026

DHHS Office: MCDC
Service: Environmental Lead Inspections- SFY27

Vendor Name	Agreement Number	CT 10A	Start Date	End Date	Agreement Amount
Community Concepts	CDM-27-5351	20260526000CDM275351	7/1/2026	6/30/2028	\$766,902.00
Penquis CAP	CDM-27-5352	20260526000CDM275352	7/1/2026	6/30/2028	\$215,300.00
Clarity Property Services	CDM-27-5371	20260526000CDM275371	7/1/2026	6/30/2028	\$187,620.00
Total Items	3			Totals	\$1,169,822.00