

State of Maine Procurement Justification Form

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. See the guidance document posted with this form on the Division of Procurement Services website (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 #:			
Amount: (Contract/Amendment/Grant)	\$ 101,297.10	Advantage CT / RQS #:	06A 20200811*0185
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:	Agilent Technologies, Chicago, IL		
Brief Description of Goods/Services/Grant:	A gas chromatograph/mass spectrometer (GCMS) to be used in the Air Laboratory to analyze air samples for volatile organic compounds.		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)			
	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
x	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION
Please respond to ALL of the following:
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.
<p>The ME DEP Air Laboratory provides ambient air analysis for volatile organic compounds (VOCs) using a gas chromatograph/mass spectrometer (GCMS) by EPA Method TO-15 in support of the Monitoring Sections Hazardous Air Pollutant (HAPs) network. When time and resources allow, the laboratory also participates in special studies such as the ecomaine Pharmaceutical Study in 2013, Long Island Sound Tropospheric Ozone Study (LISTOS) in 2017 and 2018, and currently the partnership with the cities of South Portland and Portland</p>

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PART III: SUPPLEMENTAL INFORMATION

to help determine the air quality throughout the city.

The GCMS being used by the Air Laboratory was purchased from Agilent Technologies in 2008. It is currently still in good working condition so the new system will be in addition to the older system. This will allow for an increase in our analytical ability, doubling the weekly sample throughput. As interest in air toxics increases (as seen after beginning the South Portland/Portland air quality project) this will be essential to provide analytical services to other projects. The new system will also provide in-house backup capabilities to minimize any possible sample loss if for any reason one of the systems is down for maintenance or repair.

Earlier this year EPA released method TO-15A, an update to method TO-15. The new methodology focuses heavily on increasing analytical sensitivity to lower concentrations. The new system utilizes newer technology which increases sensitivity over older models and will allow us to more easily transition to method TO-15A.

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

The laboratory already operates and maintains an Agilent GCMS system. We are purchasing from Agilent because we have been happy with technical assistance, technical service, and products they have provided in the past.

The computer used by the current system needs to be updated to Windows 10 per OIT requirements however the current software is not supported on Windows 10. At the time of the computer upgrade, we will need to install a completely new software that no one in the laboratory has used before. The new Agilent GCMS will also come with this software, so it is in our best interest to keep the two systems consistent in order to reduce disruption of laboratory operations.

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

The air quality special project current underway in South Portland and Portland is the largest special study undertaken by the Air Laboratory. Prior to beginning the project, the HAPS network consisted of six monitoring sites across the state. We have committed to an additional seven fixed sites as well as one mobile site. The cities of South Portland and Portland as well as Global LLC have contributed funds to the project due to the size of its size. The funds provided are being used to help purchase the new GCMS system.

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

By purchasing the new GCMS the laboratory 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 also be able to transition to method TO-15A when required. Instrumentation has a natural lifetime but with proper use and maintenance the equipment will last for years before needing to be upgraded. Each upgrade provides a potential to foster competition.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
	<i>Melanie Loyzim for Jerry Reed</i>		
Printed Name:	Melanie Loyzim	Date:	Aug 5, 2020

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Signature of DAFS Procurement Official:	DocuSigned by: <i>Laurie A. Andre</i>	
Printed Name:	<small>81084A22906E4FB</small> Laurie A. Andre	Date: 8/12/2020

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