



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
**DIVISION OF 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 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:		DHHS/Maine CDC	
Department Contract Administrator or Grant Coordinator:		Chris Moiles / Melanie Boucher	
(If applicable) Department Reference #:		CD0-23-54CAP39	
Amount: (Contract/Amendment/Grant)	38,310.10	Advantage CT / RQS #:	RQS 10A 20220517000000001357
CONTRACT	Proposed Start Date:	7/1/2022	Proposed End Date: 9/30/2022
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:		SCP Science Champlain, N.Y.	
Brief Description of Goods/Services/Grant:		Purchase of a new SCP Sample Handler with Software for environmental lead sample preparation and analysis.	

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

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.

In the past two years Maine HETL has experienced a 78% percent increase in testing. HETL has limited testing capabilities in instrumentation and staffing to accommodate the high demand for testing and assist the CDC's Childhood Lead Poisoning Prevention Program. On average HETL has the maximum capacity to analyze 80 samples per day or 400 samples per week utilizing one dedicated instrument and two analysts. However, on average over 1700 samples are received per month and therefore, the demand for testing is higher than our capabilities.

The purchase of a new SCP Sample Handler with Software will expand testing capabilities for analyses of environmental lead by increasing sample preparation by 50%, reducing analysis turnaround times by 50%, doubling testing capacity, and improving accuracy and precision of results. Thus, generating better customer satisfaction and financial income to the Maine HETL as well as providing further aid to CDC's CLPPP.

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

There are limited vendors that manufacture automated sample preparation units which fit HETL's specific needs and fulfills requirements of the EPA method analysis and accreditation requirements. Several vendors were contacted, and quotes were requested. Quotes were acquired from two qualified vendors that responded including: Environmental Express and Seignior Chemical Products dba SCP Science. These sample handlers were evaluated based on sample preparation size, capabilities, and pricing.

The SCP Sample Handler System was chosen as the best value for the Department.

Both systems provide improvements to sample preparation and one year warranty, however each one possesses unique capabilities.

The SCP Science sample handler has the capability to automate the preparation of samples including addition of solvents/reagents, diluting samples to volume after digestion, and transferring samples to secondary tubes for analyses on instrumentation. This system also allows for serial dilutions to be completed, customizable rack configurations to optimize sample preparation, sample homogenization through built in stirring units, automated calibration curve preparation, and customizable dispensing by viscosity, speed, and density. The unique feature of the SCP Sample Handler System is the AccuNORM Sensor which allows for standardization and normalization of samples improving accuracy and precision of results. This system also comes with remote installation and training with the purchase of sample handler. SCP also offered a virtual demonstration of the sample handler prior to purchase.

The Environmental Express AutoBlock Fill System, despite the pricing being lower than that of the SCP sample handler, has limited capabilities to automate the preparation of samples and can only complete the addition of solvent/reagents and digestion of samples. It lacks the capabilities to dilute samples, homogenize samples, complete serial dilutions, and transfer samples to secondary tubes for analyses on the instrumentation.

The HETL Lead Program would benefit most from the versatile capabilities of the SCP Sample Handler over the limited capabilities Environmental Express. The purchase of a new SCP Sample Handler with Software would increase sample preparation by 50%, reduce analysis turnaround times by 50%, double testing capacity, and improving accuracy and precision of results. The Environmental Express sample handler which would still require significant manual labor to prepare samples and only increase sample preparation by 20% and reduce sample turnaround time by 20%.

**PART III: SUPPLEMENTAL INFORMATION**

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

The SCP Sample Handler System offers pricing and capabilities that are considered fair and reasonable compared to those of other suppliers in the market. This system was designed to maximize efficiency by automating the sample preparation processes specified in EPA methods while requiring the least sample transfers possible and minimizing manual labor and handling of samples that may introduce contamination or error. The versatility of this system and automated sample preparation saves costs in time and manual labor of sample preparation and analysis, doubles testing capacity, reduces samples turnaround time, improves precision of results, and eliminates/reduces human errors or contamination due to sample handling.

Funds for the SCP Sample Handler System was approved by CDC through a special funded budget.

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

The Department will solicit competitive quotations for this equipment in the event an additional unit or replacement is needed.

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

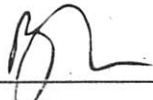

Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

**PART V: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Click or tap here to enter text.	Date:	Click or tap to enter a date. 7/27/22
Signature of DAFS Procurement Official:	DocuSigned by: 		
Typed Name:	Joseph Zrioka	Date:	8/2/2022