



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:	Environmental Protection/BRWM/Technical Services		
Department Contract Administrator or Grant Coordinator:	Tim MacMillan		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 100,000	Advantage CT / RQS #:	20211109*1186
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	10/25/2021	Effective Date:
	Previous End Date:	11/30/2022	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:	Brown and Caldwell		
Brief Description of Goods/Services/Grant:	Field Services and Technical Support for PFAS Treatment		

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 checked="" 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 checked="" type="checkbox"/>	J. Willing and Qualified
<input checked="" type="checkbox"/>	E. Emergency	<input checked="" 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.

The service is required to provide PFAS expertise in active dairy farm remediation projects for the Dept. of Agriculture, Conservation and Forestry in consultation with the DEP. The projects involve assessing and developing State of Maine remediation solutions to contaminated milk on active farms. Time is of the essence to meet disposal options. Resources were needed immediately.

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

Brown and Caldwell are a national consulting engineering firm with capabilities in wastewater treatment, remediation technologies and emerging contaminants such as PFAS amongst other areas. They had personnel able to respond immediately to the DEP's need. Brown and Caldwell are already familiar with the project as they have provided technical assistance under a separate Low Value Service Contract (#20210907*0600) and currently work with the Department on a dairy remedial assessment at a farm in Central Maine. Additional consultative services are needed to expand the initial treatment assessment at one farm to a State-wide approach and provide recommendations/design details for a workable treatment system.

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

The rates are based on current charge rates for Brown and Caldwell personnel. The costs incurred will be based on time and materials only based on requests from the DEP. Rates are competitive in comparison with other environmental consultants of their caliber.

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

Future goods or services for this similar work, where time permits, will likely go through a Request for Bids process.



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:	Melanie Loyzim	Date:	Sep 7, 2022
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Typed Name:	<small>41C2BA36FAF44CD...</small> kathy Paquette	Date:	9/12/2022