



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:		Office of the Public Advocate	
Department Contract Administrator or Grant Coordinator:		William S. Harwood, Public Advocate	
(If applicable) Department Reference #:		SOLE-SOURCE CT ASSISTING WITH VARIOUS PROCEEDINGS AT PUC, FERC, ISO NE	
Amount: (Contract/Amendment/Grant)	\$60,000.00	Advantage CT / RQS #:	20230921000000000846
CONTRACT	Proposed Start Date:	10/1/2023	Proposed End Date: 9/30/2024
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:		Mitchell M. Tannenbaum Portland, Maine	
Brief Description of Goods/Services/Grant:		Provide consulting services to assist and advise the OPA on utility regulatory matters.	

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 checked="" 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.

The purpose of this Contract is to provide consulting services to assist and advise the OPA on utility regulatory matters in various Maine Public Utilities Commission (PUC) proceedings, Federal Energy Regulatory Commission (FERC) matters, and in ISO New England processes.

The Provider shall work closely with the OPA to identify specific needs as they relate to proceedings and processes. This may include, but is not limited to, performing technical review of filings, providing advice, and assisting in litigation in proceedings, making discovery requests and review discovery responses, and preparing comments/testimony.

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

The selected vendor has unique experience reviewing and evaluating utility regulatory proceedings and matters. His extensive utility industry experience allows the Office of the Public Advocate to facilitate the necessary discovery, investigations, comments in various Public Utilities Commission proceedings and Federal Energy Regulatory Commission matters and ISO New England processes.

The OPA is authorized by statute (35-A M.R.S. ch. 17) to represent the interests of the ratepayers of Maine's regulated utilities before state and federal agencies and courts.

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

The vendor's hourly rate compares favorably to other expert witness consultants that the Office has engaged in similar cases/matters.

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

The Office of the Public Advocate routinely puts contracts for expert consulting services for proceedings before the Maine PUC out to bid through the competitive RFP solicitation process. In this instance, the experience of the vendor, the reasonable price offered by the vendor, the lack of availability of other vendors contracted by the OPA, supported the use of a single source contract in this instance.

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):	<i>William Harwood</i>		
	William Harwood (Sep 21, 2023 14:20 EDT)		
Typed Name:	William S. Harwood, Public Advocate	Date:	9/21/2023
Signature of DAFS Procurement Official:	DocuSigned by: <i>Michelle Fournier</i>		
Typed Name:	Michelle Fournier	Date:	9/28/2023






2023-09-21_PJF_Initial CT20230921-0846_Sole Source_Various Proceedings

Final Audit Report

2023-09-21

Created:	2023-09-21
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"2023-09-21_PJF_Initial CT20230921-0846_SoleSource_Various Proceedings" History

-  Document created by SHAREEN THOMPSON (SHAREEN.G.THOMPSON@MAINE.GOV)
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-  Document emailed to william.harwood@maine.gov for signature
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-  Signer william.harwood@maine.gov entered name at signing as William Harwood
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-  Document e-signed by William Harwood (william.harwood@maine.gov)
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