



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, Air Quality Assessment, Lab and QA | | |
| Department Contract Administrator or Grant Coordinator: | David Lemery | | |
| (If applicable) Department Reference #: | 014-06A-1753-14 4742 | | |
| Amount: (Contract/Amendment/Grant) | \$ 15,555.00 | Advantage CT / RQS #: | 06A 20220913*0345 |
| CONTRACT | Proposed Start Date: | 10/1/2022 | Proposed End Date: 9/30/2023 |
| 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: | Perkin Elmer, Shelton, CT. | | |
| Brief Description of Goods/Services/Grant: | A maintenance agreement which covers one planned maintenance visit and any breakdown of the PerkinElmer Gas Chromatograph/Thermal Desorption System at the Enhanced Ozone Monitoring site in Cape Elizabeth. | | |

| 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.


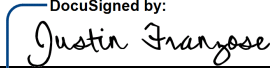
| PART III: SUPPLEMENTAL INFORMATION | |
|--|---|
| 1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I. | <p>The Gas Chromatograph/Thermal Desorption System is located at the Enhanced Ozone Monitoring site in Cape Elizabeth at the Two Lights State Park. Its warranty expired on the 30th of September 2013. To maintain the reliability, sensitivity and productivity of the analytical system, an annual maintenance agreement needs to be enacted for 2022-2023. Due to its complexity and high daily work load, an annual maintenance visit is an absolute necessity. Furthermore, due to the strict sampling time restrictions, delays in emergency repairs could affect pass/fail conditions for applicable grants. Delay or postponement of renewing the maintenance agreement could result in extensive instrument downtime resulting in no Enhanced Ozone Monitoring data being generated for extended time periods. Delay or postponement would result in far slower response times and higher repair costs from PerkinElmer when emergency repairs are needed.</p> |
| 2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable. | <p>The Gas Chromatograph/Thermal Desorption System at the Two Lights State Park is manufactured, supplied, and supported by the PerkinElmer Company. The parts and support are unique and exclusively available from PerkinElmer. The technician from there is highly trained, experienced, and knowledgeable in having the system up and running in a short period of time. They also react quickly to a service call which saves the Department in downtime and helps meet EPA % data recovery deadlines</p> |
| 3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee. | <p>The negotiated cost of the Service Plan is reasonable in that the cost of the Preventative Maintenance Service, along with any emergency repair visits, are exponentially costly without any prearranged service plan. In the past, the Gas Chromatograph/Thermal Desorption System did not have a Service Plan and the cost of a service call was astronomically high in comparison with having the Service Plan. Also, there was an extended downtime due to the fact that we were not a priority because we didn't have a service plan in place. Every year since that time, the terms are attentively negotiated between the Department and PerkinElmer.</p> |
| 4. Describe the plan for future competition for the goods or services. | <p>The PerkinElmer Gas Chromatograph/Thermal Desorption System, along with the supporting technicians, is extremely dependable and steady in its output of important data that is provided to the Department regarding ground level ozone formation. The Department is always on the lookout for a different system which is capable of producing the specific, high quality ambient air data we require, is less costly, and will meet the stringent requirements set by the by EPA.</p> |

| PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP) | |
|---|--|
| Does this request utilize ARPA/MJRP funds? | |
| <input type="checkbox"/> 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 13, 2022 |
| Signature of DAFS Procurement Official: |  | | |
| Typed Name: | <small>AFED9C7B3A8044E</small> Justin Franzone | Date: | 10/11/2022 |