



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Governor's Energy Office	
Department Contract Administrator or Grant Coordinator:		Tagwongo Obomsawin	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 74,905	Advantage CT / RQS #:	20230901000000000611
CONTRACT	Proposed Start Date:	10/1/2024	Proposed End Date: 9/30/2025
AMENDMENT	Original Start Date:	10/1/2023	Effective Date: 10/1/2024
	Previous End Date:	9/30/2024	New End Date: 9/30/2025
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		BW Research Partnership, Inc	
Brief Description of Goods/Services/Grant:		This follow-up report to the 2023 Maine CEIR (2024 CEIR) will provide an update to clean energy employment across Maine.	

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 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 December of 2020, Governor Mills established a target of more than doubling Maine’s clean energy and energy efficiency jobs to 30,000 by 2030. As of the end of 2021, there were roughly 14,500 clean energy workers across Maine and 142,000 workers employed in clean energy-related occupations – jobs that could be conducting clean energy work but are not necessarily doing so currently, such as electricians or HVAC mechanics.

This follow-up report to the 2023 Maine CEIR will provide an update to clean energy employment across Maine. Data will be provided through the last quarter of 2023, taken from the 2024 U.S. Energy and Employment Report data collection. The 2024 Maine CEIR will include all the same details as last year’s report, such as employment data by clean energy technologies, sub-technologies, and industry sectors. Additionally, BW will develop custom economic models to calculate employment impacts in Maine generated by federal program investments. These modeled outputs will be converted into occupational demand.

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

The data collected and analyzed by BWRP is the foundation for the annual U.S. Energy and Employment Report (USEER). BWRP is the exclusive owner of the underlying historical data. Since 2015, the USEER has provided a unique window on the people who meet the nation’s energy needs, and identifies important trends and skill sets for the 21st century energy workforce. The report provides a quantitative lens with which to evaluate the employment impact of new energy technologies, shifting fuels deployment, and evolving transmission and distribution systems. It presents a unique snapshot of energy efficiency employment in key sectors of the economy, including construction and manufacturing.

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

Proposed costs are reasonable and consistent with previous contracts with the vendor.

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

If further updates to the Clean Energy Industry Report are needed, additional work could result under the existing contract. For new services, the Governor’s Energy Office may conduct competitive processes, as appropriate.

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

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.
<input checked="" type="checkbox"/> No – If No, proceed to Part V.



PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).

The requesting department signatory understands and acknowledges Maine’s Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department’s Commissioner (or designee):			
Typed Name:	Dan Burgess	Date:	09/30/2024
Signature of DAFS Procurement Official:	 <small>DocuSigned by: Kathy Paquette 41C2BA36FAF44CD...</small>		
Typed Name:	kathy Paquette	Date:	10/2/2024






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Final Audit Report

2024-09-30

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