

## State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:	Environmental & Community Health/Bill Dawson/Belinda Golden		
Department Contract Administrator or Grant Coordinator:	Chris Moiles		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$10,344.13	Advantage CT / RQS #:	20200804000000000374
CONTRACT	Proposed Start Date:	07/01/2020	Proposed End Date: 11/05/2020
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:	Sevee & Maher Engineers 4 Blanchard Road, PO Box 85A Cumberland, Maine 04021		
Brief Description of Goods/Services/Grant:	Sample collection from 33 Public Water Systems wells.		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)			
	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION
Please respond to ALL of the following:
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

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## PART III: SUPPLEMENTAL INFORMATION

The specific need of this program is to obtain sample collection services with consistent QA/QC of sampling protocol by professionals trained specifically for this activity. There are limited number of firms in Maine who are qualified to do this service.

The purpose of this agreement is to pay outstanding invoices for services rendered by the Provider under contract CD0-20-3203, whose original dates of service were July 1, 2019 to November 5, 2019.

**2. Provide a brief justification for the selected vendor to supplement the response in Part II.**

Three bids were obtained for the original service and the Provider submitted the lowest cost bid meeting all service requirements. The three bids for PFAS sample collection from 35 public Water Systems were from Sevee & Maher Engineers, Wood LLC, and Ransom Environmental. Sevee & Maher Engineers was the lowest bidder.

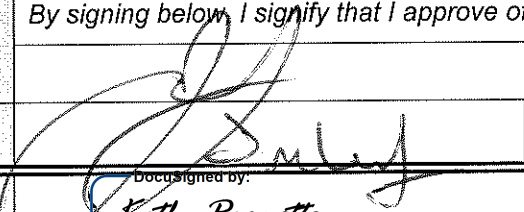
**3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.**

The rates are consistent with the submitted quote.

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

This is specific to outstanding invoices. The Department will not be going out to RFP.

## PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
<b>Printed Name:</b>		<b>Date:</b>	30-Oct-20
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> <i>Kathy Paquette</i>		
<b>Printed Name:</b>	<small>41C2BA36FAF44CD...</small> Kathy Paquette	<b>Date:</b>	11/9/2020