



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
 OFFICE OF STATE 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 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:		Environmental Protection/Air Quality Assessment	
Department Contract Administrator or Grant Coordinator:		David Lemery	
(If applicable) Department Reference #:		013-06A-1293-13 7200	
Amount: (Contract/Amendment/Grant)	\$ 23,240	Advantage CT / RQS #:	06A 20241022*0602
CONTRACT	Proposed Start Date:	10/31/2024	Proposed End Date: 10/31/2024
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:		Wilbur Technical Services, LLC; Mont Vernon, NH	
Brief Description of Goods/Services/Grant:		Purchase of two (2) Teledyne API N400 series Federal Equivalent Method Ozone Monitors.	

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 State of Maine DEP Bureau of Air Quality operates a statewide network of ozone analyzers and calibrators, which provides the air quality data necessary to document compliance with the federal health-based National Ambient Air Quality Standard for ozone. Each ozone site is outfitted with one analyzer, a calibrator, and a data logger – collectively referred to as the site’s ozone monitoring “system”. As these instruments age, it becomes more and more difficult and expensive to keep them operating per federal regulatory requirements. Several of our existing ozone analyzers in the network are over fifteen years old, which far exceeds their normal life expectancy, and as a result of this extended use, multiple of our current analyzers have had operational issues in the past year, resulting in extended down time and/or data loss. We are seeking to replace two of these older ozone analyzers with a brand-new instrument. We presently operate Teledyne API instruments in our network. Staying with this manufacturer will eliminate the unavoidable costs of having to reconfigure the site’s entire ozone monitoring system in order to incorporate a different make and model of unfamiliar ozone analyzers.</p>
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	<p>Wilbur Technical Services is the exclusive distributor of Teledyne API instruments in the New England region. They have on multiple occasions traveled to Maine to provide technical assistance, meeting staff either on site, or at one of our offices which has allowed for decreased cost and down time associated with shipping heavy/bulky equipment or authorizing out-of-state travel for state employees. As described in other sections of this form, there are cost savings and benefits to be realized by simply replacing an old existing analyzer with a brand new Teledyne API ozone analyzer, so that all of the existing hardware, plumbing, electrical and data signal connections do not have to be reconfigured or replaced entirely to incorporate a different type and style of ozone analyzer.</p>
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	<p>The cost of a Teledyne API ozone analyzer compares well with those of other vendors analyzer, based on a comparison of equivalent features, specifications, etc. Besides the capital cost, equally important to us is the quality and level of customer support provided by the vendor when a problem with the calibrator is experienced. Both the manufacture, Teledyne API, and the vendor, Wilbur Technical Services have a very good track record with us for technical support. Any potential savings on the purchase cost of a different vendor’s ozone monitor compared to the Teledyne API units, would very likely be offset by the additional costs mentioned above that would be incurred in needing to reconfigure a site’s ozone monitoring “system” to accommodate a different make and model of an ozone analyzer into it. Our air monitoring site operators are already familiar with the Teledyne API instrument operating menus and troubleshooting procedures, so no additional training in those areas would be necessary.</p>
4. Describe the plan for future competition for the goods or services.	<p>We continue to review commercial product literature, attend trade shows, and routinely exchange technical information with peers from EPA and state other monitoring agencies. Through such efforts, we are educated and remain aware of the state of commercial air monitoring technology. We</p>

strive to operate the Maine air-monitoring network within our allocated capital and operating budgets, while providing EPA with certified, high quality ozone data.

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).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.


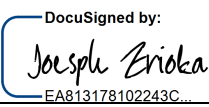
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

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:	Melanie Loyzim, Commissioner	Date:	Oct23,2024
Signature of DAFS Procurement Official:			
Typed Name:	Joseph Zrioka, IT Procurement Director	Date:	11/12/2024