

**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/Technical Services	
Department Contract Administrator or Grant Coordinator:		Sherrie Kelley/Kelly Perkins	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	150,000	Advantage CT / RQS #:	CT #20241018*1031
CONTRACT	Proposed Start Date:	9/1/2024	Proposed End Date: 12/31/2026
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:		PACE Analytical Services (PAS) Westborough, MA 01581	
Brief Description of Goods/Services/Grant:		Analytical Laboratory Testing Services	

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.

PACE Analytical will provide analytical laboratory services for the Department of Environmental Protection. Specifically, Per- and polyfluoroalkyl substances (PFAS) analysis. Pace analyzes the majority of the states PFAS samples as they have the unique capability and expertise to perform these analyzes in the most cost effective and rapid way. Recently other labs have started to become equipped for PFAS sampling; however, PACE is able to complete these services in a much more timely and affordable manner. This is extremely important due to the large volume of PFAS samples needed to mitigate public and environmental threats. Maine DEP is required to complete a large PFAS investigation by the legislature. Limited funds and time has necessitated the need for this contract with the top lab that specializes in PFAS analysis.

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

Our Department needs to contract directly with PACE Analytical due to the high amount of PFAS samples they analyze for us. Their availability, low cost and quick turnaround time make them the top lab in this type of sample. We are also under a mandated deadline for the use of MJRP funding that must be obligated for PFAS sampling.

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

PACE Analytical offers fair and reasonable rates. Their PFAS sample rates are lower than other laboratories as PACE has been equipped for years to perform PFAS analyzes. MJRP funds will be used.

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

All qualified labs are utilized on a separate Department managed CTMV utilized for other types of sampling,

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

Does the requesting Department signatory understand and acknowledge Maine's COI Statute?

Yes, the requesting Department understands and acknowledges [MRS Title 5, §18-A, 2.](#)

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Sherrie Kelley	Date:	Nov 5, 2024
Signature of DAFS Procurement Official:	<div data-bbox="560 562 812 661" style="border: 1px solid black; padding: 5px;"> <p>DocuSigned by:  891CE7A1493D45B...</p> </div>		
Typed Name:	Martha verhille	Date:	11/13/2024