



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 \$10,000 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:		DHHS/Maine CDC/HETL/ Morgan Easler / Sara Dunne	
Department Contract Administrator or Grant Coordinator:		Chris Moiles / Lyndsay Frank	
(If applicable) Department Reference #:		CD0-26-54CAP32	
Agency Department Code:	10A	Advantage CT / RQS #:	RQS 2025091700000000463
Amount: (Contract/Amendment/Grant)		\$107,346.69	
CONTRACT	Proposed/Original Start Date:	11/1/2025	Proposed/Most Recent End Date: 8/1/2028
AMENDMENT	New Effective Date:		New End Date (if Applicable):
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Metrohm USA, Inc. Riverview, FL	
Brief Description of Goods/Services/Grant:		Instrument, software, and 3-year service agreement purchase from Metrohm for the inorganic environmental section of HETL	

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 checked="" 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. Higher Education 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.

A replacement IC (ion-chromatography) instrument is needed for HETL's environmental inorganic section for the analysis of anions. This section is responsible for sample analysis related to the Maine Drinking Water Program (DWP), the Maine Department of Environmental Protection (DEP) compliance testing and drinking water testing for private citizens. This section runs US Environmental Protection Agency (EPA) and Maine Laboratory Accreditation Program (MLAP) accredited methods for detecting regulated inorganic chemicals, such as EPA 300.0 for anions (chloride, fluoride, nitrate, nitrite and sulfate).

The current Thermo Electron Dionex IC instrument has proved unreliable and continues to be too expensive to run/maintain. Since September 2024, the instrument has been serviced/repared 11 times, where the vendor was required to be onsite to complete the repair. The current instrument's operating costs are approximately \$204,305.87 for a 3-year period, this includes a 3-year service contract for \$45,305.87 and annual consumables about \$53,000. The new instrument's operating costs are approximately \$36,000 for a 3-year period, with a 3-year service contract for approximately \$21,000 and annual consumable of about \$5,000.

In addition to current operating costs, HETL also had to subcontract samples to another lab for analysis, as a result of the instrument being inoperable; this has cost the lab an additional \$1,900 for June-July 2025.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

The Metrohm IC proprietary technology offers HETL a variety of benefits not available from other IC manufacturers. The Metrohm IC provides true chemical suppression and sequential CO₂ suppression which provides the highest sensitivity possible with a baseline noise less than 0.2 nS/cm. This sensitivity is crucial for Maine HETL's to meet the required Federal Maximum Contaminant Levels (MCLs) for fluoride (4 ppm), nitrate (10 ppm), and nitrite (1 ppm). The Metrohm suppressor module (MSM) is a fully regenerating suppressor that is not a consumable item and includes a 10-year warranty which is crucial to ensure lower operational costs and minimal downtime for repairs and maintenance. The Metrohm suppressor in this instance would not be a consumable part. From researching other IC instrumentation from manufacturers such as Thermo Fisher and Agilent, these systems require that the suppressor be replaced making this part a costly consumable. The Metrohm IC offers unique sample automation options, including in-line ultrafiltration eliminating the need for manual filtration, offering a cost savings of \$3/sample. To reiterate what was stated above in item #1 the current Thermo Fisher IC has proved to be unreliable and extremely expensive to run/maintain. They do not have an updated instrument that would work as a replacement, it would be the same model that HETL currently owns.

Additionally, the Metrohm 930 Compact IC instrument with a Metrohm 858 Sample Processor will significantly reduce the ongoing costs to run analysis by eliminating many of the current consumables being purchased and a much more cost effective preventative maintenance plan, creating a 3-year savings of approximately \$178,000 for HETL.

PART III: SUPPLEMENTAL INFORMATION

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

Metrohm is the sole source for this particular proprietary technology and has provided an approximate 15% total discount from the normal market price.

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

The Department will evaluate available competitive procurement options at the end of the instrument's serviceable life expectancy when it needs to be replaced.

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) or (026) – 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

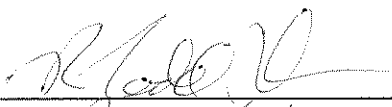
Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).

The requesting department's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

PART VI: APPROVALS

Governor/Department Commissioner or Designee


1. The signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	R. Tortolero	Date:	11/17/2025

2. Additional signature required **ONLY** if box E (Emergency) is selected in PART II. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	

****OSPS Section Only****

Signature of DAFS Procurement Official:	Signed by:  <small>E2CD38D47E864FB...</small>		
Typed Name:	Marcello Genovese	Date:	11/24/2025