



## 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:	Maine Public Utilities Commission		
Department Contract Administrator or Grant Coordinator:	Harry Lanphear		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 140,000	Advantage CT / RQS #:	CT 65A 20231113*1370
CONTRACT	Proposed Start Date:	Proposed End Date:	Click or tap to enter a date.
AMENDMENT	Original Start Date:	Effective Date:	1/2/2024
	Previous End Date:	New End Date:	No change to end date. 10/31/2025
GRANT	Project Start Date:	Grant Start Date:	
	Project End Date:	Grant End Date:	
Vendor/Provider/Grantee Name, City, State:	Sustainable Energy Advantage. LLC Framingham, MA 01701		
Brief Description of Goods/Services/Grant:	Analysis of Maine's Renewable Portfolio Standard (RPS)		

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 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 checked="" 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.


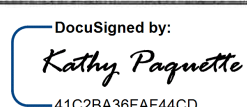
### PART III: SUPPLEMENTAL INFORMATION

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.
Expert consulting to analyze the impacts of Maine's RPS and large-scale renewable energy programs.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.
The vendor was selected as part of RFP 202308172. The Commission is contracting for related services to the existing contract to meet a legislative requirement. The vendor has worked for other state agencies including the Governor's Energy Office. Given the urgent legislative requirement Chair Bartlett is asking for Emergency approval.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.
Rates and costs were part of the RFP process. The same rates will be used for this amendment.
4. Describe the plan for future competition for the goods or services.
An RFP will occur if more work is needed in subsequent years after this contract expires.

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

Does this request utilize ARPA/MJRP funds?
<input type="checkbox"/> 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: APPROVALS

The signatures below indicate approval of this procurement request.			
Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Philip L. Bartlett, II, Chair	Date:	12/20/2023
Signature of DAFS Procurement Official:	 <small>41C2BA36FAF44CD...</small>		
Typed Name:	kathy Paquette	Date:	12/22/2023