



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:	Health & Human Services/Maine CDC/Environmental and Occupational Health		
Department Contract Administrator or Grant Coordinator:	Brienne Carrero / Nicole Mitchell		
(If applicable) Department Reference #:	Multiple – See Table Below		
Agency Department Code:	10A	Advantage CT / RQS # :	Multiple – See Table Below
Amount: (Contract/Amendment/Grant)	Multiple – See Table Below		
CONTRACT	Proposed/Original Start Date:	7/1/2025	Proposed/Most Recent End Date: 6/30/2026
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:		Multiple – See Table Below	
Brief Description of Goods/Services/Grant:		Lead Poisoning Prevention	

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 type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input checked="" 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.

This template agreement will support 22 MRS §§ 1319-C, 1320, and 1320-A to give the Department authority to inspect dwellings, child-occupied facilities, and childcare facilities for lead hazards under certain circumstances, including when a lead poisoned child is identified, or lead-based substances have been identified or are suspected. This agreement will provide services to the Department to execute this authority. The services to be procured are for environmental lead investigations to identify lead hazards in dwellings, child-occupied facilities, and childcare facilities. Information gathered from investigations is used to prevent child occupants from lead exposure in accordance with the Department's statutory authority to order the removal of lead hazards identified during investigations (22 MRS §1321).

Services under these agreements will be provided in the area(s) indicated in the Payment Rider, as well as in other areas of the state on an as needed basis.

The contract renewals are one year due to Funds for Healthy Maine ending 6/30/26. Program is preparing to RFP for these services starting 7/1/26 and is working to identify alternative funding for continued services in FY27.

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

Environmental Lead Inspections can only be performed by risk assessors licensed by the Maine Department of Environmental Protection. These providers were identified to meet the willing and qualified requirements with the RFP 201604094 as a licensed lead risk assessor in Maine and have continued to provide these services through contract renewals. These vendors meet the qualifications required to perform these services.

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

Grantees were determined based on continued capacity to provide these services and meeting willing and qualified requirements.

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

Program is preparing to RFP for these services starting 7/1/26 and is working to identify alternative funding for continued services in FY27.

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 signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	<i>Kathy Paquette</i>	Date:	<i>15-Sep-25</i>

PART VII: EMERGENCY – Required only if selecting E. Emergency Justification

The signature below indicates approval by the Commissioner or designee of this procurement request.

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

Signature of DAFS Procurement Official:	DocuSigned by:  41C2BA36FAF44CD...		
Typed Name:	Kathy Paquette	Date:	9/22/2025

DHHS Office: CDC

Service: ENVIRONMENTAL LEAD INSPECTIONS -SFY26

Vendor Name	Agreement Number	CT 10A	Start Date	End Date	Revised Amount
Community Concepts, Inc	CDM-26-5351	20250508000CDM265351	7/1/2025	6/30/2026	\$383,451.00
Penquis CAP Inc.	CDM-26-5352	20250507000CDM265352	7/1/2025	6/30/2026	\$107,650.00
Clarity Property Services, LLC	CDM-26-5371	20250507000CDM265371	7/1/2025	6/30/2026	\$93,810.00
Total Items	3			Totals	\$584,911.00