



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:	MCDCP/Environmental Health/Air Radon Testing for Schools		
Department Contract Administrator or Grant Coordinator:	Althea Harris / Nicole Mitchell		
(If applicable) Department Reference #:	Multiple – See Attached		
Agency Department Code:	10A	Advantage CT / RQS #:	Multiple – See Attached
Amount: (Contract/Amendment/Grant)	\$181,955.00		
CONTRACT	Proposed/Original Start Date:	1/1/2026	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		
Brief Description of Goods/Services/Grant:	Air Radon testing in Maine public schools		

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.

The agreement will provide Radon air testing in schools in accordance with Title 20-A subsection 4013 Radon. <https://legislature.maine.gov/statutes/20-A/title20-Asec4013.html>. The Department of Health and Human Services shall submit a report of the test results from all school administrative units to the Legislature and the Governor no later than October 1, 2030.

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.

Any school administrative unit can apply for assistance to fund radon air testing provided that they use a Maine registered radon in air testing specialist and submit a testing plan with a quality assurance plan. Schools are provided with a list of radon air testing specialists. As part of this multi-vendor agreement, 5 school districts (total of 17 schools) have been identified as eligible for assistance to fund radon air testing in schools.

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

Funding is on a first come first served basis, reliant on grantees submitting required paperwork. There are currently 26 registered radon air testing specialist companies in Maine but only 3 have been involved in the work at this point. The costs are consistent with all companies that have been surveyed. The companies have a flat fee per radon test, but then add in costs for transportation and time spent.

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

The Department intends to continue to develop the radon air testing specialist in Maine by assisting them with the paperwork requirements of this contract. The site-specific quality assurance plan development to meet the EPA specifications has been challenging for some. The Department does not intend to competitively procure this service.

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:		Date: 29-Jan-26

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:	<small>DocuSigned by:</small>  <small>41C2BA36FAF44CD...</small>	
Typed Name:	Kathy Paquette	Date: 2/3/2026

DHHS Office: MDCDP
 Service: RADON AIR TESTING IN MAINE SCHOOLS SFY26

Vendor Name	Agreement Number	CT 10A	Start Date	End Date	Agreement Amount
SACO TREAS OF	CD1-26-3408	20251217000CD1263408	1/1/2026	6/30/2026	\$41,370.00
TOWN OF YORK	CD1-26-3410	20251217000CD1263410	1/1/2026	6/30/2026	\$56,185.00
GORHAM SCHOOL DEPT	CD2-26-3406	20251217000CD2263406	1/1/2026	6/30/2026	\$47,600.00
MOOSABEC CSD TREAS OF	CD2-26-3407	20251217000CD7263407	1/1/2026	6/30/2026	\$12,300.00
WASHINGTON ACADEMY	CD2-26-3409	20251217000CD7263409	1/1/2026	6/30/2026	\$24,500.00
Total Items	5			Totals	\$181,955.00