

State of Maine
Master Score Sheet

RFA# 202206103					
Grant Funding for the Establishment of PFAS Laboratories in Maine					
Bidder Name:		Bigelow Laboratory	Katahdin Analytical	Maine Laboratories	
Proposed Cost:		\$859,952	\$1,768,898	\$921,245	
Scoring Sections	Points Available				
Section I: Preliminary Information	Pass/Fail	Pass	Pass	Fail	
Section II: Organization Qualifications and Experience	60	50	60		
Section III: Proposed Services	25	20	25		
Section IV: Cost Proposal	15	10	4.86		
TOTAL	<u>100</u>	<u>80</u>	<u>89.46</u>		



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL
PROTECTION

Janet T. Mills
Governor

Melanie Loyzim
Commissioner

September 27, 2022

Bigelow Laboratory for Ocean Sciences

**SUBJECT: Notice of Conditional Contract Award under RFA# 202206103
Grant Funding for the Establishment of PFAS Laboratories in Maine**

Dear Dr. Christoph Aeppli,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Environmental Protection for **Grant Funding for the Establishment of PFAS Laboratories in Maine**. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders

- Bigelow Laboratory for Ocean Sciences
- Katahdin Analytical Services

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Kelly Perkins

Kelly Perkins (Sep 27, 2022 15:05 EDT)

Kelly Perkins
Chemist 3
Department of Environmental Protection
Bureau of Remediation and Waste Management

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



**STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL
PROTECTION**

**Janet T. Mills
Governor**

**Melanie Loyzim
Commissioner**

September 27, 2022

Katahdin Analytical Services

**SUBJECT: Notice of Conditional Contract Award under RFA# 202206103
Grant Funding for the Establishment of PFAS Laboratories in Maine**

Dear Michael Flanders,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Environmental Protection for **Grant Funding for the Establishment of PFAS Laboratories in Maine**. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders

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This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Kelly Perkins

Kelly Perkins (Sep 27, 2022 15:05 EDT)

Kelly Perkins
Chemist 3
Department of Environmental Protection
Bureau of Remediation and Waste Management

STATEMENT OF APPEAL RIGHTS

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**STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL
PROTECTION**

**Janet T. Mills
Governor**

**Melanie Loyzim
Commissioner**

September 27, 2022

Maine Laboratories

**SUBJECT: Notice of Conditional Contract Award under RFA# 202206103
Grant Funding for the Establishment of PFAS Laboratories in Maine**

Dear Katie Richards,

This letter is in regard to the subject Request for Application (RFA), issued by the State of Maine Department of Environmental Protection for **Grant Funding for the Establishment of PFAS Laboratories in Maine**. The Department has evaluated the proposals received using the evaluation criteria identified in the RFA, and the Department is hereby announcing its conditional contract awards to the following bidders

- Bigelow Laboratory for Ocean Sciences
- Katahdin Analytical Services

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFA, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFA, following announcement of this award decision, all submissions in response to the RFA are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Kelly Perkins

Kelly Perkins (Sep 27, 2022 15:06 EDT)

Kelly Perkins
Chemist 3
Department of Environmental Protection
Bureau of Remediation and Waste Management

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER: Bigelow Laboratory

DATE: 9/13/22

SUMMARY PAGE

Department Name: Environmental Protection

Name of RFP Coordinator: Kelly Perkins

Names of Evaluators: Kelly Perkins, Molly King, Victoria Eleftheriou

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	Pass	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	60	50
Section III. Activities and Requirements	25	20
Section IV. Funding Request	15	10
<u>Total Points</u>	<u>100</u>	<u>80</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202206103

RFA TITLE: **Grant Funding for the Establishment of PFAS Laboratories in Maine**

BIDDER: Bigelow Laboratory

DATE: 9/13/22

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

1. Information showing that the applying analytical laboratory is physically located in Maine or is planning to develop operations in Maine. This must include one of the following:
 - a. If the Applicant owns the property, a copy of the deed(s) to the property proposed for use. - **A copy of the deed was provided.**
 - b. If the Applicant has a lease on the property, a copy of the lease agreement showing its duration and terms.
 - c. If the Applicant has an option to buy or lease the property, a copy of the option agreement. If selected, the Bidder must provide the Department with a copy of the deed or lease prior to the award.
2. A current certificate from the Maine Laboratory Accreditation Program which includes the corresponding analytes the laboratory is certified for. The analyte list must include organic compound methods. **Not currently Maine accredited - but does have FDA accreditation for Organics in shellfish. They do have experience and expertise using LC-MS/MS equipment for the analysis of organic contaminants.**
3. An actual Level II report generated from the testing of organic compounds at the bidder's current analytical laboratory with the corresponding data in the Department's most current electronic data deliverable format. Sample address and other personal identifying information may be redacted, as appropriate. - **Level 2 organics report and EDD provided**

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER: Bigelow Laboratory

DATE: 9/13/22

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	60	50

Evaluation Team Comments:

QUALIFICATIONS and EXPERIENCE

Present a brief statement of qualifications. Describe the history of the Applicant's organization, especially regarding skills pertinent to the specific work required by the RFA and any special or unique characteristics of the organization which would make it especially qualified to perform the required work activities. You may expand this form and use additional pages to provide this information.

- 501[c][3] non-profit research and education organization.
- Founded in 1974, employs 100 staff with scientific expertise.
- Equipped with high-end analytical instruments for chemical analyses of organic compounds using liquid chromatography (LC) or gas chromatography (GC) based methods (LC-MS/MS, LC-TOFMS, HPLC-UV, GC-MS, GC-TOFMS, GC-IRMS).
- Director has experience with PFAS research/analysis.
- Three projects described.
- LC-MS/MS equipment onsite.
- They could have pursued Maine accreditation for the metals analysis but did not. Therefore, we are deducting 10 points.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER: Bigelow Laboratory

DATE: 9/13/22

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	25	20

Evaluation Team Comments:

- Propose testing and accreditation for drinking water by 537.1 and 533 first.
- Then they propose using method 1633 for fish/shellfish and milk.
- They plan to use existing equipment to get the drinking water methods up and running. Then will perform testing to certify the equipment they plan to purchase with this grant.
- They do not plan to test soil, sediment, solids, vegetative material or other biota. Due to scope of proposed services, 5 points is deducted because they do not propose a full scope of services

- They do plan to use equipment for other testing- such as hoods and balances. They will need to be cognizant of potential contamination issues. We should put something in the award conditions regarding cross contamination.

- They do not propose to use a cryogenic grinder for shellfish/fish. This may be necessary to minimize losses due to heat and biotransformation of PFAS compounds. If possible we would like to award them up to \$30,000 additional funds for the purchase of a cryogenic grinder. We would need to include this in award conditions and have them obtain a quote for purchase.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER: Bigelow Laboratory

DATE: 9/13/22

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	÷	Cost Proposal Being Scored	x	Score Weight	=	Score
859,952	÷	859,952	x	10 points	=	10

Evaluation Team Comments:

- The money they are asking for looks reasonable for what they are trying to do. The prices for the equipment seem reasonable.
- They plan to charge \$40 for courier services to Portland and Augusta up to 2 times per week. They plan to use FEDEX for Bangor and Presque Isle for the same charge. This does not meet the requirements in the RFA. 5 points deducted.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER: Katahdin Analytical Services

DATE: 9/13/22

SUMMARY PAGE

Department Name: Environmental Protection

Name of RFP Coordinator: Kelly Perkins

Names of Evaluators: Kelly Perkins, Molly King, Victoria Eleftheriou

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	Pass	
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	60	60
Section III. Activities and Requirements	25	25
Section IV. Funding Request	15	4.86
<u>Total Points</u>	<u>100</u>	<u>89.86</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202206103

RFA TITLE: **Grant Funding for the Establishment of PFAS Laboratories in Maine**

BIDDER: Katahdin Analytical Services

DATE: 9/13/22

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

1. Information showing that the applying analytical laboratory is physically located in Maine or is planning to develop operations in Maine. This must include one of the following:
 - a. If the Applicant owns the property, a copy of the deed(s) to the property proposed for use. **A copy of the deed was provided.**
 - b. If the Applicant has a lease on the property, a copy of the lease agreement showing its duration and terms.
 - c. If the Applicant has an option to buy or lease the property, a copy of the option agreement. If selected, the Bidder must provide the Department with a copy of the deed or lease prior to the award.
2. A current certificate from the Maine Laboratory Accreditation Program which includes the corresponding analytes the laboratory is certified for. The analyte list must include organic compound methods. **A copy of their current Maine Lab Accreditation was included with the RFA. The analyte list includes many organic compounds.**
3. An actual Level II report generated from the testing of organic compounds at the bidder's current analytical laboratory with the corresponding data in the Department's most current electronical data deliverable format. Sample address and other personal identifying information may be redacted, as appropriate. **Level 2 organics report and EDD provided.**

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER: Katahdin Analytical Services

DATE: 9/13/22

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	60	60

Evaluation Team Comments:

QUALIFICATIONS and EXPERIENCE

Present a brief statement of qualifications. Describe the history of the Applicant's organization, especially regarding skills pertinent to the specific work required by the RFA and any special or unique characteristics of the organization which would make it especially qualified to perform the required work activities. You may expand this form and use additional pages to provide this information.

- 46 current employees - 42 are degreed scientists
- Analyze ~200,000 environmental samples for hundreds of clients annually
- 22 Scientists perform Organic analysis on a variety of complex matrices
- Decades of experience analyzing groundwater, surface water, wastewater, soil, sediment, dredge samples, sludge, hazardous waste, tissue, biota, bulk materials, food and beverage
- Accredited by State of Maine, NELAP, DOD ELAP and over a dozen other individual State EPA accreditation bodies
- Quality system in place and enforced
- Current GC/MS and HPLC analyses position them for procedures using LC-MS/MS
- PFAS sample collection previously performed for the Department and outside entities
- 3 projects provided include Organic analyses

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER: Katahdin Analytical Services

DATE: 9/13/22

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	25	25

Evaluation Team Comments:

- Propose dividing work into 2 phases.
First phase is for testing and accreditation for drinking water by 537.1 and 533 first.
Second phase for other matrices- biosolids, tissue, fabric, milk, etc.
- They plan a dedicated PFAS laboratory (for both sample preparation and analysis) in space currently inhouse. The space will accommodate up to 6 instruments. They are asking for funding for 2 instruments.
- They evaluated 4 instrument companies before deciding on Waters as the best fit.
- They will designate a PFAS project manager and utilize this LIMS system for priority flagging for samples originating in the State of Maine.
- Anticipated capacity is 70 DW samples per day or 15 non-aqueous samples per instrument per day.
- They plan to purchase a cryogenic grinder.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER: Katahdin Analytical Services

DATE: 9/13/22

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	÷	Cost Proposal Being Scored	x	Score Weight	=	Score
859,952	÷	1,768,898	x	10 points	=	4.86

Evaluation Team Comments:

The money they are asking for looks reasonable for what they are trying to do. The prices for the equipment seem reasonable.

They plan offer free courier services for 5+ samples from Presque Isle, Bangor and Augusta with a 2-day notification. This does not meet the requirements in the RFA. 5 points deducted.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER: Maine Laboratories

DATE: 9/13/22

SUMMARY PAGE

Department Name: Environmental Protection

Name of RFP Coordinator: Kelly Perkins

Names of Evaluators: Kelly Perkins, Molly King, Victoria Eleftheriou

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	Fail	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER: Maine Laboratories

DATE: 9/13/22

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

The lab is a start-up and currently does not exist. They did not provide any of the requested preliminary information in Section 1.

- 1.** Information showing that the applying analytical laboratory is physically located in Maine or is planning to develop operations in Maine. This must include one of the following:
 - a.** If the Applicant owns the property, a copy of the deed(s) to the property proposed for use.
 - b.** If the Applicant has a lease on the property, a copy of the lease agreement showing its duration and terms.
 - c.** If the Applicant has an option to buy or lease the property, a copy of the option agreement. If selected, the Bidder must provide the Department with a copy of the deed or lease prior to the award.
- 2.** A current certificate from the Maine Laboratory Accreditation Program which includes the corresponding analytes the laboratory is certified for. The analyte list must include organic compound methods. Not currently Maine accredited and do not
- 3.** An actual Level II report generated from the testing of organic compounds at the bidder's current analytical laboratory with the corresponding data in the Department's most current electronic data deliverable format. No attempt of a level II report or EDD provided.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFA #: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER: Maine Laboratories

DATE: 9/13/22

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFA# 202206103

RFP TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: Bigelow Laoratory

DATE: 9/12/22

EVALUATOR NAME: Kelly Perkins

EVALUATOR DEPARTMENT: Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators*

Individual Evaluator Comments:

ELIGIBILITY-Pass

Applicants must provide documentation to demonstrate meeting eligibility requirements stated on page 1 of the RFA. This documentation includes:

1. Information showing that the applying analytical laboratory is physically located in Maine or is planning to develop operations in Maine. This must include one of the following:
 - a. If the Applicant owns the property, a copy of the deed(s) to the property proposed for use.-P
 - b. If the Applicant has a lease on the property, a copy of the lease agreement showing its duration and terms.
 - c. If the Applicant has an option to buy or lease the property, a copy of the option agreement. If selected, the Bidder must provide the Department with a copy of the deed or lease prior to the award.
2. A current certificate from the Maine Laboratory Accreditation Program which includes the corresponding analytes the laboratory is certified for. The analyte list must include organic compound methods .Not currently Maine accredited- but does have FDA accreditation
3. An actual Level II report generated from the testing of organic compounds at the bidder's current analytical laboratory with the corresponding data in the Department's most current electronical data deliverable format. Sample address and other personal identifying information may be redacted, as appropriate.-P

QUALIFICATIONS and EXPERIENCE-P

Present a brief statement of qualifications. Describe the history of the Applicant's organization, especially regarding skills pertinent to the specific work required by the RFA and any special or unique characteristics of the organization which would make it especially qualified to perform the required work activities. You may expand this form and use additional pages to provide this information.

LC-MS/MS equipment onsite

Provide a description of projects that occurred within the past five years which reflect experience and expertise needed in performing the functions described on page 3 of the RFA. For each of the project examples provided, a contact person from the client organization involved should be listed, along with that person's telephone number and e-

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: **RFA# 202206103**

RFP TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: **Bigelow Laoratory**

DATE: **9/12/22**

EVALUATOR NAME: **Kelly Perkins**

EVALUATOR DEPARTMENT: **Environmental Protection**

mail address. Please note that contract history with the State of Maine, whether positive or negative, may be considered in rating proposals even if not provided by the Bidder.

Project One

Client Name:

Client Contact Person:

Telephone:

E-Mail:

Brief Description of Project

Project Two

Client Name:

Client Contact Person:

Telephone:

E-Mail:

Brief Description of Project

Project Three

Client Name:

Client Contact Person:

Telephone:

E-Mail:

Brief Description of Project

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: **RFA# 202206103**

RFP TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: **Bigelow Laoratory**

DATE: **9/12/22**

EVALUATOR NAME: **Kelly Perkins**

EVALUATOR DEPARTMENT: **Environmental Protection**

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ACTIVITIES and REQUIREMENTS-P

To address the Activities and Requirements referenced on page 3 of the RFA and what the Applicant will offer, provide the information requested below.

1. A brief description of the proposed project, including:
 - a. A description of current laboratory operations and analytical tests performed.

- b. A description of proposed analytical tests to be performed, and a list of matrices proposed to be analyzed and corresponding test methods. Accreditation for the testing of PFAS in drinking water in strict accordance with US EPA Test Methods [533](#) or [537.1](#) must be obtained first. Additional analytical testing could include other matrices such as soil, vegetative tissue, muscle tissue, blood, serum, milk, manure, and compost.

PFAS in drinking water followed by PFAS in fish and shellfish and PFAS in milk

- c. Qualifications for senior staff that perform organic analyses.

P

- d. A description of how the analytical laboratory will give priority PFAS analysis and data reporting to the Department and other state agencies for samples originating in Maine.

P

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFA# 202206103

RFP TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: Bigelow Laboratory

DATE: 9/12/22

EVALUATOR NAME: Kelly Perkins

EVALUATOR DEPARTMENT: Environmental Protection

e. A physical address for the laboratory if different from the mailing address.
Same as mailing address
f. A figure that shows the layout of the analytical laboratory including locations for current analyses labelled by type and locations proposed for PFAS laboratory operations including extraction and analysis.
P
g. A description of measures that will be taken to ensure data quality including a discussion as to how cross-contamination will be avoided.
Follow advice from 537.1 and 533
h. The bidder's proposed capacity for analyzing PFAS samples on both a daily and annual basis once full-scale operations are achieved.
160 drinking water samples per month, 40 other matrices per month
2. A schedule in the form of a Gantt chart or similar timeline chart that illustrates anticipated timelines to reach full-scale PFAS laboratory testing services. a. Benchmarks should include, but not be limited to, equipment delivery; Quality Assurance Manual development; Standard Operating Procedure development; staff training; proficiency testing; completion of corrective actions, if needed; and achieving method accreditation. b. A timeframe should be provided to reach compliance drinking water accreditation. c. Timeframes should be provided for reaching proficiency in testing other media, as applicable, once compliance drinking water accreditation has been achieved.
P
3. Information to demonstrate that the Department and other state agencies, and homeowners submitting in-state drinking water supply samples, will receive preferential pricing based on a standard 10-day turnaround time.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFA# 202206103

RFP TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: Bigelow Laoratory

DATE: 9/12/22

EVALUATOR NAME: Kelly Perkins

EVALUATOR DEPARTMENT: Environmental Protection

- | |
|--|
| |
| <p>4. Proposals that include analytical testing capacity of tissue (vegetative and/or muscle) must indicate whether the Applicant has or proposes to purchase equipment and appurtenant systems necessary for preparing samples (e.g., cryogenic grinder to homogenize tissues).</p> |
| <p>They do not propose a cryo grinder for fish/shellfish. They do not propose to analyze other tissue or vegetative material. They have experience with more semi-volatile pollutants and may not realize that PFAS may experience losses due to bio-transformation and heat that may be generated when using a blender and not using a cryogenic grinder.</p> |

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFA# 202206103

RFP TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: Bigelow Laoratory

DATE: 9/12/22

EVALUATOR NAME: Kelly Perkins

EVALUATOR DEPARTMENT: Environmental Protection

FUNDING REQUEST-P

1. Bidders must attach a detailed breakdown of costs that support the services offered in their application. The breakdown must include specific items such as equipment, consumables, personnel, training, and building costs, as applicable, and the associated unit costs for each item. Manufacturer price quotes for actual equipment proposed must be included. The cost proposal must indicate whether any funding will be provided by the laboratory.
2. A fee schedule must be submitted that outlines pricing based on turnaround times by media that includes the following:
 - a. Pricing for 10-business day turnaround time.
 - b. Pricing for expedited turnaround times.
 - c. Courier service at designated locations at agreed upon set times in Augusta, Bangor, Portland, and Presque Isle for both delivery of sample bottles/supplies and sample pick up at no cost to the Department or other State agencies.
3. In addition to the breakdowns requested above, Applicants must provide a detailed narrative describing how the proposed funds will be used to provide additional capacity to the Department, other State agencies, and homeowners in Maine at a preferential price.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA#: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: Bigelow Laboratory for Ocean Sciences

DATE: September 12, 2022

EVALUATOR NAME: Victoria Eleftheriou

EVALUATOR DEPARTMENT: Environmental Protection

Instructions: *The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.*

Individual Evaluator Comments:

I. Eligibility to Submit Applications

- 1. Bigelow Laboratory for Ocean Sciences (Bigelow) is located in East Boothbay, Maine. A deed was provided with the application.*
- 2. The Maine Laboratory Accreditation Program does not provide certification for the tests currently conducted at Bigelow; however, the laboratory is currently certified by FDA for these tests and can demonstrate proficiency using LC-MS/MS with isotope dilution. A certificate from FDA was provided in the application.*
- 3. Bigelow provided a Level II report of data in the Department's most current electronical data deliverable format.*

II. Organization Qualifications and Experience

1. Overview of Organization

- 501[c][3] non-profit research and education organization.*
- Founded in 1974, employs 100 staff with scientific expertise.*
- Equipped with high-end analytical instruments for chemical analyses of organic compounds using liquid chromatography (LC) or gas chromatography (GC) based methods (LC-MS/MS, LC-TOFMS, HPLC-UV, GC-MS, GC-TOFMS, GC-IRMS).*
- Director has experience with PFAS research/analysis.*
- Three projects described.*

III. Activities and Requirements

1a. Current tests performed: organic pollutant analysis, shellfish toxin analysis, seafood nutritional analysis, metal analysis.

1b. Proposed: Drinking water - EPA 533 and 537.1. Fish and mussel tissue – EPA draft 1633. Milk – EPA draft 1633.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA#: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: Bigelow Laboratory for Ocean Sciences

DATE: September 12, 2022

EVALUATOR NAME: Victoria Eleftheriou

EVALUATOR DEPARTMENT: Environmental Protection

- 1c. Dr. Aepli has 18 years of experience analyzing organic compounds. Some PFAS research. Lab manager – 11 years' experience in instrumental analysis. Research Associate – 6 years' experience in instrumental analysis.*
- 1d. State agencies given priority for extraction and analysis.*
- 1e. Physical address: 60 Bigelow Dr, East Boothbay, ME 04544*
- 1f. Figure provided that shows layout.*
- 1g. Considerations regarding avoiding cross-contamination provided.*
- 1h. Capacity: 40 samples per day; 6,000 PFAS samples per year (drinking water).*

- 2. Gantt chart provided with timelines and milestones. Timeline to compliance: 2024.*

- 3. Preferential pricing: 20% lower.*

- 4. Cryogenic homogenization not needed for mussel and fish tissue testing.*

IV. Funding Request

- 1. Cost breakdown and manufacturer price quotes provided. Propose leverage funding through NOAA Sea Grant and Bigelow Match.*
 - Total request: \$859,952*

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFA#: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in ME

BIDDER NAME: Bigelow Laboratory for Ocean Sciences

DATE: 9/12/2022

EVALUATOR NAME: Molly King

EVALUATOR DEPARTMENT: M&EP

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Eligibility: Appendix II - Copy of deed
Appendix I - PMA cert. for organic shellfish toxins using HPLC-PCOX
level II report - Method Blank, Rec. Std, COC, EDD
Not ME Accredited

Qualifications & Experience

1974, ~100 employees, -chem. bio., ecology
serve public & private
LC/GC-based methods - PCB/PAT, marine biotoxins, lipids
Proj 1 = shellfish testing w/ DME, 24-hr PAT → 2,100-3,000 analyses/year
Proj 2 = Develop shellfish toxin test kit
Proj 3 = Exxon Mobil, solid matrix w/ modified B270D
Dr. Christoph Appli - 18 yrs analytical organics, PFAS research

Activities & Requirements

GC/MS
Sample extraction - liq/liq, solid phase, solid phase micro, Soxhlet
Propose - DW, fish, mussel, milk
DW = 537-1 = 18 analytes / 533 = 25 analytes (29 unique)
fish & mussel = EPA draft 1633, conduct PFAS research, will focus on 29 DW analytes
milk = draft 1633 can be adapted, focus on 29 DW analytes
Appli to start as director & QAO, then hire sole QAO
Lab manager, LC/MS specialist, technician (to be recruited)
Prioritize ME state samples (PAT)
LC-MS/MS equipment dedicated to PFAS
shared balances & hood space w/ PAT

Funding Request: \$ 859,952

Fee: \$1290 DW/DW, price to ↓ over time
48hr PAT = \$600

?? courier = \$40 to P-Land & August 2x/wk, FedEx to Surger & PI

1 LC/MS/MS for DW, tissue, milk
2 SPE, Evaporator, Freezer

Labelled Appendix I & II wrong in beginning

Avoiding Cross Column - No shortcuts?

Delay column?

Avoid tetra

Special attention to long-chains } me/ET/FOSSAA

Analysis Volume

6,000 AW/year, = 180/wk

Daily av = 40/day, priority samples w/ 48 hr TAT

73% SW = start @ 10/day

Schedule

Accredited in OW by 2024, Jan. + corr. meander - 14 mos post start = OW
15 mos post start = other

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFA# 202206103

RFP TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: Katahdin Analytical Services

DATE: 9/12/22

EVALUATOR NAME: Kelly Perkins

EVALUATOR DEPARTMENT: Environmental Protection

Individual Evaluator Comments:

ELIGIBILITY-P
Applicants must provide documentation to demonstrate meeting eligibility requirements stated on page 1 of the RFA. This documentation includes:
1. Information showing that the applying analytical laboratory is physically located in Maine or is planning to develop operations in Maine. This must include one of the following: a. If the Applicant owns the property, a copy of the deed(s) to the property proposed for use.- Included b. If the Applicant has a lease on the property, a copy of the lease agreement showing its duration and terms. c. If the Applicant has an option to buy or lease the property, a copy of the option agreement. If selected, the Bidder must provide the Department with a copy of the deed or lease prior to the award.
2. A current certificate from the Maine Laboratory Accreditation Program which includes the corresponding analytes the laboratory is certified for. The analyte list must include organic compound methods.- Included
3. An actual Level II report generated from the testing of organic compounds at the bidder's current analytical laboratory with the corresponding data in the Department's most current electronical data deliverable format. Sample address and other personal identifying information may be redacted, as appropriate. Included

QUALIFICATIONS and EXPERIENCE- P
Present a brief statement of qualifications. Describe the history of the Applicant's organization, especially regarding skills pertinent to the specific work required by the RFA and any special or unique characteristics of the organization which would make it especially qualified to perform the required work activities. You may expand this form and use additional pages to provide this information.
P
Provide a description of projects that occurred within the past five years which reflect experience and expertise needed in performing the functions described on page 3 of the RFA. For each of the project examples provided, a contact person from the client organization involved should be listed, along with that person's telephone number and e-mail address. Please note that contract history with the State of Maine, whether positive or negative, may be considered in rating proposals even if not provided by the Bidder.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: **RFA# 202206103**

RFP TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: **Katahdin Analytical Services**

DATE: **9/12/22**

EVALUATOR NAME: **Kelly Perkins**

EVALUATOR DEPARTMENT: **Environmental Protection**

Project One	
Client Name:	
Client Contact Person:	
Telephone:	
E-Mail:	
Brief Description of Project	
Project Two	
Client Name:	
Client Contact Person:	
Telephone:	
E-Mail:	
Brief Description of Project	
Project Three	
Client Name:	
Client Contact Person:	
Telephone:	
E-Mail:	
Brief Description of Project	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFA# 202206103

RFP TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: Katahdin Analytical Services

DATE: 9/12/22

EVALUATOR NAME: Kelly Perkins

EVALUATOR DEPARTMENT: Environmental Protection

P-High level applicable projects. Required information included

ACTIVITIES and REQUIREMENTS-P

To address the Activities and Requirements referenced on page 3 of the RFA and what the Applicant will offer, provide the information requested below.

1. A brief description of the proposed project, including:
 - a. A description of current laboratory operations and analytical tests performed.

P

- b. A description of proposed analytical tests to be performed, and a list of matrices proposed to be analyzed and corresponding test methods. Accreditation for the testing of PFAS in drinking water in strict accordance with US EPA Test Methods [533](#) or [537.1](#) must be obtained first. Additional analytical testing could include other matrices such as soil, vegetative tissue, muscle tissue, blood, serum, milk, manure, and compost.

P- 2 phases. First phase drinking water. Second phase other matrices

- c. Qualifications for senior staff that perform organic analyses.

P- Organics staff and years of experience included

- d. A description of how the analytical laboratory will give priority PFAS analysis and data reporting to the Department and other state agencies for samples originating in Maine.

P

- e. A physical address for the laboratory if different from the mailing address.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFA# 202206103

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BIDDER NAME: Katahdin Analytical Services

DATE: 9/12/22

EVALUATOR NAME: Kelly Perkins

EVALUATOR DEPARTMENT: Environmental Protection

<p>f. A figure that shows the layout of the analytical laboratory including locations for current analyses labelled by type and locations proposed for PFAS laboratory operations including extraction and analysis.</p>
<p>P</p>
<p>g. A description of measures that will be taken to ensure data quality including a discussion as to how cross-contamination will be avoided.</p>
<p>P- Dedicated PFAS laboratory within the lab. Will have sample prep and analysis in the same room</p>
<p>h. The bidder's proposed capacity for analyzing PFAS samples on both a daily and annual basis once full-scale operations are achieved.</p>
<p>P- proposal includes purchase of 2 instruments for redundancy</p>
<p>2. A schedule in the form of a Gantt chart or similar timeline chart that illustrates anticipated timelines to reach full-scale PFAS laboratory testing services.</p> <ul style="list-style-type: none">a. Benchmarks should include, but not be limited to, equipment delivery; Quality Assurance Manual development; Standard Operating Procedure development; staff training; proficiency testing; completion of corrective actions, if needed; and achieving method accreditation.b. A timeframe should be provided to reach compliance drinking water accreditation.c. Timeframes should be provided for reaching proficiency in testing other media, as applicable, once compliance drinking water accreditation has been achieved.
<p>P-</p>
<p>3. Information to demonstrate that the Department and other state agencies, and homeowners submitting in-state drinking water supply samples, will receive preferential pricing based on a standard 10-day turnaround time.</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFA# 202206103

RFP TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

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EVALUATOR NAME: Kelly Perkins

EVALUATOR DEPARTMENT: Environmental Protection

P

4. Proposals that include analytical testing capacity of tissue (vegetative and/or muscle) must indicate whether the Applicant has or proposes to purchase equipment and appurtenant systems necessary for preparing samples (e.g., cryogenic grinder to homogenize tissues).

P- Cryo grinder included in price quote section

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFA# 202206103

RFP TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: Katahdin Analytical Services

DATE: 9/12/22

EVALUATOR NAME: Kelly Perkins

EVALUATOR DEPARTMENT: Environmental Protection

FUNDING REQUEST-P

1. Bidders must attach a detailed breakdown of costs that support the services offered in their application. The breakdown must include specific items such as equipment, consumables, personnel, training, and building costs, as applicable, and the associated unit costs for each item. Manufacturer price quotes for actual equipment proposed must be included. The cost proposal must indicate whether any funding will be provided by the laboratory -**Cost breakdown shows that funding not provided by the laboratory.**
2. A fee schedule must be submitted that outlines pricing based on turnaround times by media that includes the following:
 - a. Pricing for 10-business day turnaround time -**15 BD TAT is standard.**
 - b. Pricing for expedited turnaround times. **Expedited TAT of 10 BD provided**
 - c. Courier service at designated locations at agreed upon set times in Augusta, Bangor, Portland, and Presque Isle for both delivery of sample bottles/supplies and sample pick up at no cost to the Department or other State agencies. **Free courier services for more than 5 samples per pickup**
3. In addition to the breakdowns requested above, Applicants must provide a detailed narrative describing how the proposed funds will be used to provide additional capacity to the Department, other State agencies, and homeowners in Maine at a preferential price. **Through improvements as they gain experience**

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA#: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: Katahdin Analytical Services

DATE: September 12, 2022

EVALUATOR NAME: Victoria Eleftheriou

EVALUATOR DEPARTMENT: Environmental Protection

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Individual Evaluator Comments:

I. Eligibility to Submit Applications

- 1. Katahdin Analytical Services (Katahdin) is located at 600 Technology Way, Scarborough. A deed was provided with the application.*
- 2. A certificate from the Maine Laboratory Accreditation Program with analyte list including organic compounds was provided.*
- 3. Katahdin provided a Level II report of data in the Department's most current electronical data deliverable format.*

II. Organization Qualifications and Experience

1. Overview of Organization

- Katahdin is a full-service environmental laboratory.*
- Established in November 1995.*
- Has 46 employees.*
- Well documented methods, SOPs, quality systems.*
- 21 scientists have organic analysis experience.*
- Experience with GCMS, HPLC, LC-MS-MS, SPE.*
- Provides field services, courier (additional cost?).*
- Qualifications for senior staff provided.*
- Three projects described.*

III. Activities and Requirements

- 1a. Wide range of analyses currently provided: inorganics, metals, organics, microbiology.*
- 1b. Phase I - EPA 533 and 537.1 for drinking water. Phase II - EPA draft 1633. Non aqueous analyses in future.*
- 1c. Qualifications for senior staff provided.*
- 1d. State agencies given priority for extraction and analysis.*
- 1e. Physical address: 600 Technology Way, Scarborough, Maine 04074.*
- 1f. Figure provided that shows layout.*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFA#: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

BIDDER NAME: Katahdin Analytical Services

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EVALUATOR NAME: Victoria Eleftheriou

EVALUATOR DEPARTMENT: Environmental Protection

1g. Considerations regarding avoiding cross-contamination provided.

1h. Capacity: 70 samples per day; 17,500 samples per year (drinking water).

2. Gantt chart provided with timelines and milestones. Timeline to proficiency: 2023.

3. Preferential pricing: 7 to 10% discount for EPA 533 and 537.1, respectively.

4. Non-aqueous methods in future. Cryogenic homogenization not mentioned in narrative but in budget.

IV. Funding Request

1. Total request: \$1,768,898

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFA#: 202206103
RFA TITLE: Grant Funding for the Establishment of PFAS
BIDDER NAME: Katahdin Analytical Services
DATE: 9/12/2022
EVALUATOR NAME: Molly King
EVALUATOR DEPARTMENT: DEP

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Individual Evaluator Comments:

Eligibility: ME Accreditation
located in ME
Organics, Environmental Lab
Dev, level II report

Qualifications & Experience:

46 employees, 22 perform organic analysis on many matrices
GCMS for GW, WW, soil, sludge, tissue...
HPLC & GCMS similar to LCMS/MS
SPE used regularly. Field staff trained in PFAS sampling
Proj 1: Acid Analysis
Proj 2: soil project
Proj 3: fish project

Activities & Requirements

Carrier to Plad, Augusta, Bangor, contract b PI, but will extend if needed
DW and "other matrices"
2 instruments
Ready w/in 4 months
5 scientists trained in Phase I
Assigned dedicated PFAS lab
EPA 1631 adopted in future - install 1 non-agrens low-level PFAS instrument for bio-solids, tissue, fabric, milk in Phase II
Service contract w/ Waters Corp.
Assign specific PM to keep DEP's state priority
Dedicated PFAS lab
70 DW/day or 17,500/year // 15 non-agrens/day

Funding Request: \$1,768,898

Funds to capacity & capability improvements
Phase I & Phase II
537.1275 - 208.75 (10% disc) Std. TAT = 15
533.285 - 299.25 (7% disc) Exp TAT = 100h
Carrier no-cost



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Janet T. Mills
Governor

Melanie Lozym
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202206103

RFP TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

I, Kelly Perkins accept the offer to become a member of the Request for Proposals (RFA) Evaluation Team for the State of Maine Department of Environmental Protection. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Kelly A. Perkins

Kelly A. Perkins (Sep 27, 2022 12:08 EDT)

Signature

September 26, 2022

Date



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION



Janet T. Mills
Governor

Melanie Loyzim
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA#: 202206103

RFA TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

I, Victoria Eleftheriou accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Environmental Protection. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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9/26/2022

Signature

Date



STATE OF MAINE
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Janet T. Mills
Governor

Melanie Loyzim
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFA #: 202206103

RFP TITLE: Grant Funding for the Establishment of PFAS Laboratories in Maine

I, Molly King accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Environmental Protection. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Signature Molly King Date 9/26/22