



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

DIVISION OF PROCUREMENT SERVICES

STATE OF MAINE

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:		Inland Fisheries and Wildlife/Wildlife Division	
Department Contract Administrator or Grant Coordinator:		Cory Stearns and Diana Harper	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 13,062.00	Advantage CT / RQS #:	CT-09A-20240221*2273
CONTRACT	Proposed Start Date:	4/1/2024	Proposed End Date: 9/30/2024
AMENDMENT	Original Start Date:		Effective Date:
	Previous End Date:		New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Virginia Polytechnic Institute and State University Blacksburg, VA	
Brief Description of Goods/Services/Grant:		The provider will analyze MDIFW bat data, with their analysis being used to inform the development of a long-term survey protocol designed to monitor trends in bat populations in the state.	

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 checked="" 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 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. 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.

The Provider shall:

- Calculate species occupancy and detection rates resulting in species-level probability of occupancy maps for Maine
- Provide a GIS layer of the occupancy maps to MDIFW
- Determine coarse scale habitat relationships
- Evaluate the statistical power of long-term monitoring
- Evaluate methodology and provide feedback to improve the study design of Maine's long-term monitoring protocol
- Submit Final Report with all above deliverables to MDIFW

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

Researchers Jesse De La Cruz and Dr. Mark Ford at the Virginia Polytechnic Institute (hereafter Virginia Tech) are experts in the field of acoustic bat surveys. They serve as the Mid-Atlantic regional hub (the closest hub for Maine) for the NABat program, which is a continent-wide bat monitoring program led by the U.S. Geological Survey. The NABat program serves as a depository for bat data from across North America, and the data provided to NABat is used in a continent-wide monitoring effort. Virginia Tech previously conducted similar work for MDIFW, which makes them uniquely qualified to perform work under this contract. Similarly, they were specifically noted as partners in the White Nose Syndrome Grant (provided by the U.S. Fish and Wildlife Service) that is funding this work.

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

When developing the grant application (MDIFW was the applicant), the scope of work was discussed with the vendor and it was determined that \$13,062 was needed to cover the staff time and fringe to successfully complete the project.

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

In the future, MDIFW will consider other vendors to ensure that the costs are fair and reasonable, plus consider internal options (either existing staff or contractors) for conducting a portion of the work.

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: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	DocuSigned by: <i>Tim Peabody</i> 03275703AA74438...		
Typed Name:	Timothy Peabody	Date:	3/26/2024
Signature of DAFS Procurement Official:	DocuSigned by: <i>Kathy Paquette</i> 41C2BA36FAF44CD...		
Typed Name:	kathy Paquette	Date:	4/22/2024