



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:	Marine Resources, Bureau of Public Health, Division of Aquaculture		
Department Contract Administrator or Grant Coordinator:	Kohl Kanwit / Amanda Webb		
(If applicable) Department Reference #:	N/A		
Amount: (Contract/Amendment/Grant)	\$ 20,243	Advantage <u>CT</u> / RQS #:	13A 20231102000000001290
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	11/3/2023	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:	Seawood Services Inc- Bar Harbor, ME		
Brief Description of Goods/Services/Grant:	Aquaculture gear removal		

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 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 aquaculture lease site EAST Tlx was not renewed and the operator failed to remove gear according to an MOU with the Department of Marine Resources. The gear was declared abandoned on October 30, 2023 and immediate removal is required. There are three 70m floating polar circles that have partially collapsed, if these break free from their moorings they will likely cause significant damage to surrounding aquaculture operations and/or coastal landowners. It is imperative this gear is removed as soon as possible to avoid it breaking free and damaging other property in the area. The gear on this site will likely not withstand another weather event and will absolutely not survive the winter. Immediate removal is necessary. The amendment is needed because the cost of removal services exceeded the original estimate.

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

DMR called several vendors equipped to remove this gear and none were interested or available with the exception of Seawood Services. Bob Collier said he would not be able to do the work in a timely fashion. Seawood Services said they were equipped to handle the job (barge with crane etc) and were able to accommodate the need almost immediately.

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

The provider has an established rate of \$300/hr. We estimate it will take at least 43 hours to transit the barge to the site, assess the gear that requires removal with SCUBA services, remove the gear and arrange for on land disposal.

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

The Department is considering a pre-qualified vendor process for this type of activity as the need will likely occur again and could potentially require emergency action as well due to the condition of the site.

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

Does this request utilize ARPA/MJRP funds?


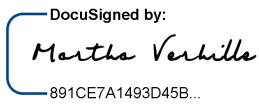
Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

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):			
Typed Name:	Kohl Kanwit, Director of Public Health & Aquaculture	Date:	Dec 13, 2023
Signature of DAFS Procurement Official:			
Typed Name:	Martha Verhille	Date:	1/10/2024





PJF- CT 13A 20231102-1290 amendment 12-12-23

Final Audit Report

2023-12-14

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