



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
OFFICE OF STATE 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 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:		Inland Fisheries and Wildlife	
Department Contract Administrator or Grant Coordinator:		Adrienne Leppold Karen Estabrook, Division Secretary	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$ 36,630.00	Advantage CT / RQS #:	09A-20241218000000001583
CONTRACT	Proposed Start Date:	1/1/2025	Proposed End Date: 12/31/2025
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:		Evan Adams c/o Biodiversity Research Institute, 276 Canco Rd., Portland, ME	
Brief Description of Goods/Services/Grant:		The provider will be the primary individual responsible for finalizing all data analyses and print-quality figures, as well as serving as a primary editor for the over 700-page Maine Bird Atlas book publication.	

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 checked="" 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.

State Wildlife Action Plans (SWAPs) provide the foundation for wildlife conservation in states and Maine’s 2015 Wildlife Action Plan identified a contemporary bird atlas as a priority “Conservation Action”. More than 420 species of birds occur in Maine during some point of their annual life cycle. In addition, of the 225 species of birds that nest in Maine, 150 of them are considered Species of Greatest Conservation Need (SGCN) (MDIFW 2015). To address the Department’s mission to preserve, protect, and enhance bird populations for use and enjoyment by current and future generations, we must improve our understanding of the abundance and distribution of Maine’s birds. This bird atlas project will be invaluable for collecting data using “state-of-the-art” science to inform future wildlife action plans, both for common species and SGCN.

We anticipate a Maine Breeding and Wintering Bird Atlas will reveal changes in the distribution of breeding birds from the first atlas and systematically measuring breeding bird abundances will be invaluable in guiding future species status assessments and wildlife action plans. Furthermore, there has never been a systematic statewide effort to document the distribution of wintering birds, which can vary drastically from the composition of avifauna other times of the year. Given changes across our landscape that result in the loss or alteration of habitat, the abundance data collected as part of this atlas will provide critical baseline information for evaluating population changes of Maine’s birds in the future.

Atlas efforts have resulted in two primary forms of data being collected. First, volunteer presence/absence data with ancillary information describing the breeding status of the birds in survey grid cells across the state. Second, estimates of abundance data collected by skilled observers throughout the state. With these two different types of surveys, it can be difficult to maximize the effectiveness of data collected in each survey, as well as combine data between surveys. Ultimately, final analyses are answering the following questions 1) What are the range sizes (i.e., distributions) of each species breeding and wintering in the state? 2) Has the breeding range changed for species sampled during the first Maine atlas? And 3) What is the relative abundance of breeding and wintering species in the state?

Predictive models have been developed and are being refined to help us better understand the status of bird abundance and distribution and if changes could be related to land use practices. Quantitative ecologists have been an integral member of the atlas team, ensuring quality data collection and analyses that meet the needs of the project. This information, however, is only of value to interested stakeholders if properly interpreted and disseminated. Accurate data visualizations are critical to effective communication of results, as is the creation of a cohesive written publication. Accomplishing end-of-project goals and compiling the over 700-page final book publication in a timely manner has and will continue to require a specific team of experts.

PART III: SUPPLEMENTAL INFORMATION

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

The provider has a PhD in Ecology and Environmental Sciences with an emphasis on statistical modeling methodologies and has experience conducting complex ecological modeling projects. The provider will utilize both the abundance sampling data collected by hired survey staff and the presence/absence data collected by volunteers to map the distribution of Maine’s breeding and wintering birds. This will require an advanced understanding and familiarity with sophisticated ecological modeling techniques and software coding languages (e.g., R and JAGS). The provider’s experience with the analytical techniques, professional connections within the state of Maine, as well as knowledge of Maine’s avifauna makes them ideally suited for this task. We are not aware of any other vendors that have the required statistical expertise, knowledge of bird ecology, and availability to complete this work.

The Bird Atlas is a collaborative effort involving multiple partners from across the birding community in Maine. Successful completion of the project is dependent on maintaining continuity among project partners, contractors, and MDIFW staff. This provider has been involved with the Bird Atlas since its inception in 2017, helping to establish the study design and working with other partners to successfully implement data collection. He is the only individual that has the requisite statistical background and long-term history with the project to ensure data are interpreted, analyzed, and communicated correctly.

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

The Department concluded the negotiated costs are fair and reasonable based on research into the average part-time investment of a professional quantitative ecologist. Annual average salary of a comparable position would be more than \$80,000/year. For a part-time, fully burdened work contract, this provider will be working for less than the national average.

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

Recruitment of volunteers to guest author some of the components of the final publication or serve as a volunteer peer reviewer is ongoing. We anticipate this will be the final year of need for contract work related to this project.

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 signatures below indicate approval of this procurement request.

Signature of requesting Department’s Commissioner (or designee):	Signed by:  <small>2E11918D8425475</small>		
Typed Name:	Judith A. Camuso	Date:	12/18/2024
Signature of DAFS Procurement Official:	DocuSigned by:  <small>EA813178102243C...</small>		
Typed Name:	Joseph Zrioka Director of IT Procurement	Date:	1/3/2025