



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:		Marine Resources/Division of Ecology and Environment	
Department Contract Administrator or Grant Coordinator:		HQ-Finance	
(If applicable) Department Reference #:		N/A	
Agency Department Code:	13A	Advantage CT / RQS #:	20240523000000003373
Amount: (Contract/Amendment/Grant)		\$ 10,350	
CONTRACT	Proposed/Original Start Date:	7/1/2024	Proposed/Most Recent End Date: 6/30/2026
AMENDMENT	New Effective Date:	1/14/2026	New End Date (if Applicable):
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Bigelow Laboratory for Ocean Sciences (David Fields), East Boothbay, Maine	
Brief Description of Goods/Services/Grant:		To monitor zooplankton populations in and around the Maine offshore wind research array.	

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 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. 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 purpose of this Contract is to monitor zooplankton populations in the proposed area of Maine offshore wind Research Array in conjunction with the working being done under contract CT 13A 20230601-3472. Recent evidence suggests that atmospheric wakes trailing behind offshore wind turbines will have regional effects on the oceanographic and marine ecosystem. Measuring changes in stratification (temperature and salinity) is critical to parameterizing the timing and depth of the mixed layer and hence the timing and magnitude of the phytoplankton blooms. It is well known that zooplankton populations in the regions feed on the primary producers and act as a conduit for moving organic matter upward through the food chain. These small aquatic animals are the larvae or juveniles of several ecologically and commercially important species (lobsters, scallops, shrimp) or they provide food for these fisheries in the GoM. For example, *Calanus finmarchicus*, a keystone copepod in the GoM, is a primary food source for the endangered right whales. Monitoring zooplankton will help enable us to understand how the turbines may impact the entire ecosystem through changes. Water samples are collected during this survey which will be analyzed for various nutrients. This information is important to understanding distribution of nutrients over the study area. As nutrients influence many biological processes as well as the distribution and abundance of many resources, it is an important variable to analyze and is relatively low-cost for the amount of information it provides.

Dr. David Fields of Bigelow Lab will oversee a lab technician and will work with DMR staff to obtain all of the necessary data to complete the analysis. The project team, including all Bigelow Lab and DMR staff working on and advising the project, will meet at least monthly to provide updates and get feedback on direction, needs, and timelines. This work will be conducted in collaboration with Casey Yanos at Maine DMR. The work will be done primarily by Dr. Fields.

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.

David Fields is the named Co-Principal Investigator for this project and is essential to its success. He is a research scientists with extensive experience working on zooplankton monitoring efforts. They both have proven track records of working with the data collected in these types of efforts and disseminating their results in sources that will be the most impactful.

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

The negotiated costs are based on the quoted amount for Dr. Fields from Bigelow Lab. All personnel costs are subject to Bigelow Laboratory for Ocean Sciences approved rates.

[Click or tap here to enter text.](#)

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

This is a difficult skill to make competitive since it is so specialized and grant funds cannot be obtained with designating these skilled people on the proposal at the time of submission. The recruitment of post docs or students who assist with this work can be a competitive process.

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):	<i>Carl Wilson</i> Carl Wilson (Jan 16, 2026 16:06:46 EST)
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Typed Name:	Carl Wilson, Commissioner	Date:	16/01/2026
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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):	
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Typed Name:		Date:	
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****OSPS Section Only****

Signature of DAFS Procurement Official:	DocuSigned by: <i>Martha Verhille</i> 891CE7A1493D45B...
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Typed Name:	Martha verhille	Date:	1/22/2026
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PJF CT 13A 20240523-3373 Amendment 1-14-26

Final Audit Report

2026-01-16

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