



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:		MDIFW / Resource Management / Wildlife Diversity Section	
Department Contract Administrator or Grant Coordinator:		Amy McLaughlin and Diana Harper	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$ 41,650.00	Advantage CT / RQS #:	09A-20250205*1862
CONTRACT	Proposed Start Date:	<b>3/24/2025</b>	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:		Maine Natural History Observatory Gouldsboro, ME 04607	
Brief Description of Goods/Services/Grant:		Design and implementation of a field study on Eastern whip-poor-wills/Common Nighthawks (species of conservation concern)	

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.

Aerial insectivores, including nightjars, are experiencing widespread declines across North America. Despite their cryptic appearances and secretive breeding biology, the decline of both the Eastern whip-poor-will (*Antrostomus vociferus*) and Common Nighthawk (*Chordeiles minor*) are apparent from North American Breeding Bird Survey data. The drivers of these declines are thought to be multifaceted and include habitat alteration and destruction, loss of suitable prey, and increased predation. Long-term monitoring efforts were initiated in Maine in 2017 to begin quantifying the distribution and abundance of these birds, however, there are significant knowledge gaps in several areas of their life history and breeding biology. We know little to nothing about reproductive success, nest predation rates, and diet composition on their breeding grounds within Maine. We know even less about the migratory ecology of Maine’s nightjars, missing fundamental details on migratory timings, pathways, migratory connectivity, stopover locations, and potential threats. This project aims to complement ongoing monitoring efforts to gather critically needed data in these areas of nightjar ecology. These complementary research pursuits will generate a wealth of knowledge in several currently unknown aspects of Maine’s nightjar ecology to inform their management within the state.

Grant money will be allocated in a contract agreement for a scope of work that includes capture and tagging of adult whip-poor-wills and common nighthawks, monitoring of nests, gathering of data on habitat, collecting fecal samples from birds for dietary composition analysis, and providing ongoing training to volunteers for nightjar surveys.

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

Logan Parker is intimately connected with the nightjar research community and has been working on nightjars for over 7 years. He has also field trained with the leading experts on this species. In addition, he led the special species surveys for 5 years on the 2<sup>nd</sup> Maine Breeding Bird Atlas, including conducting nightjar surveys and training volunteers to conduct surveys. He continues to train volunteers to run the nightjar surveys in Maine.

We do not know of anyone within Maine with a similar level of experience and expertise on this particular species.

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

Negotiated costs are fair and reasonable and reflect reasonable allocation of costs, with an hourly rate of \$25/hour for approximately 40 weeks at 40 hours/week.

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

Avian aerial insectivores are declining across North America, with a 31.8% decline in populations since 1970, with some of the steepest declines occurring in the Northeast. Drivers of these declines are currently unknown but could include a number of different factors which could vary by species. This project will provide further information on two priority species within this guild. With the need for further research on other species, we expect additional opportunities for contractors for studies on other aerial insectivore species, creating additional competition for such services in the future.

**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.

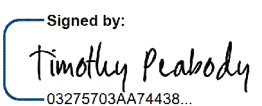

**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

*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):	 <p>Signed by: Timothy Peabody 03275703AA74438...</p>		
Typed Name:	Timothy Peabody Deputy Commissioner	Date:	2/10/2025
Signature of DAFS Procurement Official:	 <p>DocuSigned by: Kathy Paquette 41C2BA36FAF44CD...</p>		
Typed Name:	Kathy Paquette	Date:	2/25/2025

### Certificate Of Completion

Envelope Id: 54EC4C13-0A90-4642-B618-E7268E2E54C9	Status: Completed
Subject: PJF to sign: MNHO 20250205_1862 Whip-poor-wills PJF	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Diana Harper
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	353 Water Street
	41 SHS
	Augusta, ME 04333-0041
	diana.harper@maine.gov
	IP Address: 198.182.163.126

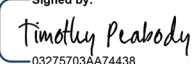
### Record Tracking

Status: Original	Holder: Diana Harper	Location: DocuSign
2/5/2025 9:56:19 AM	diana.harper@maine.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Inland Fisheries and Wildlife	Location: DocuSign

### Signer Events

Timothy Peabody  
 timothy.e.peabody@maine.gov  
 Deputy Commissioner  
 Security Level: Email, Account Authentication (None)

### Signature

Signed by:  
  
 03275703AA74438...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 198.182.163.113

### Timestamp

Sent: 2/5/2025 9:58:30 AM  
 Resent: 2/10/2025 11:50:01 AM  
 Viewed: 2/10/2025 1:55:19 PM  
 Signed: 2/10/2025 1:56:20 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 2/10/2025 1:55:19 PM  
 ID: aeadfa38-a3ee-4a2d-8d24-55d67db9dc63

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	2/5/2025 9:58:30 AM
Certified Delivered	Security Checked	2/10/2025 1:55:19 PM
Signing Complete	Security Checked	2/10/2025 1:56:20 PM
Completed	Security Checked	2/10/2025 1:56:20 PM
Payment Events	Status	Timestamps
<b>Electronic Record and Signature Disclosure</b>		