



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:		Department of Energy Resources	
Department Contract Administrator or Grant Coordinator:		Meghan Suslovic	
(If applicable) Department Reference #:		N/A	
Agency Department Code:	50A	Advantage CT / RQS #:	20260116*1556
Amount: (Contract/Amendment/Grant)		\$20,000.00	
CONTRACT	Proposed/Original Start Date:	1/22/2026	Proposed/Most Recent End Date: 1/31/2027
AMENDMENT	New Effective Date:		New End Date (if Applicable):
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Coastal States Stewardship Foundation as fiscal agent for the Northeast Regional Ocean Council (NROC)/Regional Wildlife Science Collaborative (RWSC) on Offshore Wind; Washington, DC	
Brief Description of Goods/Services/Grant:		The NROC/RWSC will provide consultant services to plan, facilitate, and summarize an expert workshop on improving the accuracy of Gulf of Maine environmental models as they relate to informing responsible offshore wind. This workshop was selected by the Maine Offshore Wind Research Consortium's (the Consortium) Advisory Board as a top priority to implementing its Research Strategy and is essential to meet the requirements of 35-A MRS §3406 (Maine Offshore Wind Research Consortium).	

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. 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.	<p>The purpose of this Contract is to implement the recommendations of the Maine Offshore Wind Research Consortium’s Advisory Board. The Advisory Board ranked “Improving the accuracy of Gulf of Maine environmental models” third in the 2025 prioritization process. To ensure a resulting project is robust and yields efficient outcomes, RWSC will plan, facilitate, and summarize an “expert workshop” that will bring together environmental modeling experts to discuss the state of current models, data gaps, and recommend well-defined, high-priority research needs relevant to the Consortium. The workshop will be consistent with the research priorities identified by the Advisory Board and will help inform future competitive solicitations by the Consortium. The workshop will be hybrid with both in-person and virtual attendance options.</p>
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.	<p>RWSC is uniquely qualified to provide the immediate services required. RWSC is a leader and convener in regional offshore wind research efforts, and as the host of an environmental modeling workshop that will occur at the 2026 New York State Energy Research and Development Authority’s Offshore Wind State of the Science in June 2026, they are best suited to support the Consortium’s expert workshop. RWSC is a collaborator of the Consortium and therefore is familiar with the Consortium and its processes and priorities. They are an active, widely respected convener in the offshore wind research space and are part of a joint effort with Responsible Offshore Science Alliance to coordinate offshore wind research funders. The Coastal States Stewardship Foundation is the fiscal agent for RWSC.</p>
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	<p>The negotiated costs are reasonable because this contract leverages RWSC’s existing network and efforts to host a workshop on environmental modeling at a conference in June 2026 and builds on RWSC’s ongoing and focused efforts to coordinate offshore wind related research in the region. Maine’s investment in an expert workshop focused on the status and data gaps related to environmental modeling in the Gulf of Maine advances key priorities identified by the Advisory</p>

PART III: SUPPLEMENTAL INFORMATION

Board. As the vendor is already organizing a workshop covering a similar theme (but over a wider geographic area than the Gulf of Maine), RWSC is uniquely suited to provide the workshop planning and facilitation at the lowest cost.

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

If additional, broader services are needed, a competitive process may be offered.

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.

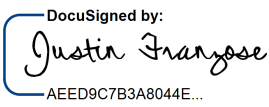
PART VI: APPROVALS

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Dan Burgess	Date:	Jan 22, 2026
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 <u>designee specifically authorized to approve emergency procurement requests</u> .			
Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	

****OSPS Section Only****

Signature of DAFS Procurement Official:			
Typed Name:	Justin Franzose	Date:	2/2/2026






PJF_RWSC Environmental Modeling Workshop

Final Audit Report

2026-01-22

Created:	2026-01-20
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"PJF_RWSC Environmental Modeling Workshop" History

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