

## State of Maine Procurement Justification Form

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. See the guidance document posted with this form on the Division of Procurement Services website (Forms page) for additional instructions.

### PART I: OVERVIEW

Department Office/Division/Program:		DEP/BWQ/DEA/Invasive Aquatic Species Program			
Department Contract Administrator or Grant Coordinator:		John McPhedran			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)		\$33,400	Advantage CT / RQS #:		<b>06A 20200319*2561</b>
CONTRACT	Proposed Start Date:	March 23, 2020	Proposed End Date:	December 31, 2020	
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:		Lakes Environmental Association, Bridgton, Maine			
Brief Description of Goods/Services/Grant:		Facilitate courtesy boat inspections and data collection, review grant reports and provide technical assistance and training to groups preventing spread of and managing invasive aquatic plants.			

### PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
<b>X</b>	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

### PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

**1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.**

Lake associations in Maine run boat inspection and plant removal programs to prevent spread of invasive aquatic plants and reduce habitat and recreational impacts of invasive aquatic plants. Without committed prevention, early detection and plant management programs, invasive aquatic plant infestations may degrade fresh water habitat, limit recreational use and reduce lakeshore property values. The DEP is charged with developing programs to prevent, detect and manage invasive aquatic plants (38MRS §410-N and §1862, among other sections).

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## PART III: SUPPLEMENTAL INFORMATION

The DEP provides grants directly to lake associations conducting boat inspection and plant removal programs but support for the lake association programs cannot be fully met by DEP staff. This agreement provides the needed support for local and regional prevention and plant removal programs including training inspectors, arranging for boat inspections at infested lakes, reviewing grant reports and providing statewide technical assistance and training to further local and regional efforts.

These services are essential for protecting the native habitat of Maine's inland waterbodies, maintaining the high quality of recreational use of Maine's lakes and ponds and reducing costs in the long run by preventing invasive aquatic plant establishment and managing infestations.

### 2. Provide a brief justification for the selected vendor to supplement the response in Part II.

Lakes Environmental Association (LEA) has an extensive base of local volunteers in lake associations and towns who have been active in invasive species prevention and control efforts since 2001. Communication and information exchange with this volunteer base is critical to an effective program. LEA has extensive experience combining state funds with local fundraising and volunteer efforts in an array of watershed protection projects, lake monitoring, and habitat protection. LEA has a proven track record of a close working relationship with other statewide and regional lake groups, including towns and agencies, and a working principle of maximizing the value-added nature of projects and efficient use of funds.

The Provider is uniquely qualified to provide these services. The track record of LEA in these aspects of the statewide invasive species prevention and control program is rivaled by no other organization in the state.


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

The DEP has extensive experience contracting with the Provider. Work done under past contracts was timely, comprehensive and met objectives of contracts. The cost basis in this amendment is on par with previous costs charged by the Provider in the past, which were reasonable. If DEP had staff time to run this program with internal staff, costs would be at least double what we're paying with this contract, say nothing of the fact that other program demands would not be accomplished.

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

Based on our experience with grant and contract administration, competition by other potential contractors will not lead to a better product either economically or with respect to quality of work without significant upfront costs by the contractor and DEP. Considering the public mission of the Provider, its track record of working with agencies and all other entities in state who are currently involved with the invasive plant species programs, there is no real incentive, or need, for others to develop competing programs, particularly as there are no profits to be made. The DEP's exchange and dialogue with all involved entities suggests that there is no interest to compete for these services. The open process of annual program scrutiny by the Governor-appointed Interagency Task Force on Invasive Aquatic Plants and Nuisance Species, DEP, and all cooperators means that DEP is constantly looking for program efficiencies.

## PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	Gerald D. Reid	<b>Date:</b>	3/11/20
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> <i>Kathy Paquette</i>		
	<small>41C2BA36FAF44CD...</small>		
<b>Printed Name:</b>	Kathy Paquette	<b>Date:</b>	3/24/2020