

## 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. All responses (except signatures) must be typed; no hand-written forms will be accepted. 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:		Marine Resources, Division of Sea-Run Fisheries and Habitat		
Department Contract Administrator or Grant Coordinator:		Sean Ledwin		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)		\$ 8700	Advantage CT /	RQS-13A-20200318*1067
CONTRACT	Proposed Start Date:	10/31/2019	Proposed End Date:	02/28/2020
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:		FV Rewben LLC, 638 Harpswell Neck Rd. Harpswell, Maine 04079		
Brief Description of Goods/Services/Grant:		Benthic Infauna Analysis for Required DEP permit		

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:
<b>1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.</b>

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**PART III: SUPPLEMENTAL INFORMATION**

Maine DMR Sea-Run Fisheries and Habitat Division is applying for an aquaculture lease that requires a DEP discharge permit. The DEP discharge permit requires the characterization of Benthic infauna as part of the baseline assessment. DMR requires an expert to analyze benthic infauna for the total (raw number) of organisms in each sediment grab, abundance (number of organisms/0.1 m<sup>2</sup>), taxa richness (number of species and number of families), percent *C. capitata* (an indicator species of organic loading), and relative diversity.

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

Mr. Daniel Millar is the only available expert to conduct this work in the timeframe required. Mr. Millar has extensive experience and is the sole contractor for this work for all other finfish aquaculture lease applications in the State of Maine.

**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 market value at a per hour basis based on industry standards. Costs per hour for this effort are similar to other finfish aquaculture lease application requests based on industry contacts and research.

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

Future efforts should have more lead time allowing for competitive bidding of this work with more potential vendors.

**PART IV: APPROVALS**

**Signature of requesting  
Department's Commissioner  
(or designee):**

*By signing below, I signify that I approve of this procurement request.*

 03/18/2020

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<b>Printed Name:</b>	Patrick Keliher	<b>Date:</b>	
<b>Signature of DAFS Procurement Official:</b>	DocuSigned by: <i>Justin Franzose</i>		
<b>Printed Name:</b>	AEED9C7B3A8044E... Justin Franzose	<b>Date:</b>	3/25/2020