

## 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:		Department of Agriculture, Conservation and Forestry/Maine Geological Survey		
Department Contract Administrator or Grant Coordinator:		Robert G. Marvinney		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 6,000.00	Advantage CT / RQS #:	CT20210322*2528	
CONTRACT	Proposed Start Date:	4/1/2021	Proposed End Date:	5/31/2021
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:		Woodrow B. Thompson, 171 Lord Road, Wayne, Maine, 04284		
Brief Description of Goods/Services/Grant:		Detailed descriptions and locality information for digital images		

### PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before 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

### 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.

A contract geologist is needed for the Maine Geological Survey (MGS) to fulfill its obligation under the US Geological Survey's National Geological and Geophysical Data Preservation Program to provide geologic descriptions and location information for digital field images. While the MGS has the staff and facilities to compile geologic information, it does not have a sufficient in-house workforce to complete the necessary tasks for this project in the time required. Developing the geological foundation of the state is a statutory responsibility of the Maine Geological Survey (Title 12, Chap. 201-A). Collecting complete information that documents field localities is essential to the mission of the MGS to provide quality natural resources information for the people of Maine.

## State of Maine Procurement Justification Form

### PART III: SUPPLEMENTAL INFORMATION

In our competitive proposal to the USGS's National Geological and Geophysical Data Preservation Program, we named qualified geologists to work on this project and their qualifications were a large factor in determining the award of federal funds.

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

This contract is funded entirely by money provided to the Maine Geological Survey by the National Geological and Geophysical Data Preservation Program, administered by the U.S. Geological Survey, to support a technical project. This is a competitive program to which each state may submit one proposal each year. Maine's proposals have been among the most competitive partly because we are able to identify highly qualified field mappers directly in the proposal.

Dr. Woodrow B. Thompson spent his career in Maine mapping surficial geology. In the course of his field investigations, he took the photographs that have now been scanned into the Maine Geological Survey's collections. Thus, Dr. Thompson is uniquely qualified to provide the detailed geological descriptions of these images and their specific locations.

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

The rate the Maine Geological Survey pays contract geologists (\$1,000/week) has not increased since 2004. In the past three years, the Division of Purchases has approved more than 15 contracts at similar pay rates. A Physical Geologist at the Maine Geological Survey with similar responsibilities costs \$1,774/week, fully burdened. Thus, the contract rate is well below market value for these types of geological services.

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

The Maine Geological Survey continues to work with the University of Maine and other institutions to train more students in geological principles. We are working with a small pool of capable geologists well in advance of project needs to ascertain their availability for various project tasks.

### PART IV: APPROVALS

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

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

DocuSigned by:

*Amanda E. Beal*

**Printed Name:**

Amanda E. Beal

**Date:**

3/25/2021

**Signature of DAFS  
Procurement Official:**

DocuSigned by:

*Debbie Jacques*

**Printed Name:**

Debbie Jacques

**Date:**

3/30/2021