



PROCUREMENT JUSTIFICATION FORM (PJF)

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 intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Marine Resources, Bureau of Public Health	
Department Contract Administrator or Grant Coordinator:		David Miller / Amanda Webb	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$ 30,000	Advantage <u>CT</u> / RQS #:	13A 2023021500000002119
CONTRACT	Proposed Start Date:	4/1/2023	Proposed End Date: 12/31/2023
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:		A.C. Inc PO BOX 187 Beals, ME 04611	
Brief Description of Goods/Services/Grant:		Contract mahogany quahog vessel for biotoxin sampling offshore	

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.	The Department of Marine Resources (DMR), Bureau of Public Health is tasked with monitoring the bivalve shellfish resources of the State of Maine for biotoxin threats. This monitoring program is mandated by the National Shellfish Sanitation Program Model Ordinance, compliance with which allows Maine shellfish to be exported out of state. Testing must be done on all species commercially harvested. Maine allows an offshore mahogany quahog fishery provided biotoxin testing toxin levels are below quarantine limits and thus safe for human consumption. DMR requires access to a commercial fishing vessel to harvest mahogany quahog samples at specified locations and times for biotoxin testing.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	The harvest of mahogany quahogs occurs offshore at water depths of 200-300 feet utilizing specialized fishing equipment. The Department does not have a boat, fishing gear or personnel to collect mahogany quahog samples independently. The vessels owned by A.C. Inc are equipped to harvest mahogany quahogs. They have the experienced captains and crews to run the vessels and harvest gear as well as knowledge of the fishing grounds. There is now only one company that participates in this fishery and the only one available to contract for the biotoxin testing service.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	A.C. Inc is the only company able to provide the boat sampling services to DMR. Their per trip price of \$2,000 which accounts for a 12-14 hour sampling day covering a large area off Jonesport Maine, conducting 12-14 tows to collect the samples and transport to and from their home port. This is the same per trip cost DMR paid for the same contracted services in 2022.
4. Describe the plan for future competition for the goods or services.	For a variety of reasons participation in this fishery has declined to a point where this is the only vendor available to provide sampling services to DMR. DMR continues to evaluate and pursue new testing protocols that incorporate more shoreside lot testing thereby reducing the cost and reliance on boat sampling.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	

PART V: APPROVALS			
The signatures below indicate approval of this procurement request.			
Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Patrick Keliher, Commissioner	Date:	3/15/20
Signature of DAFS Procurement Official:	DocuSigned by: Martha Verhille		
Typed Name:	891CE7A1493D45B... Martha Verhille	Date:	3/16/2023