



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
DIVISION OF PROCUREMENT SERVICES
 STATE OF MAINE

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:		Department of Marine Resources/Bureau of Marine Science/Division of Marine Mammal Research	
Department Contract Administrator or Grant Coordinator:		Sarah Leiter / Amanda Webb	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$ 15,521.00	Advantage <u>CT</u> / RQS #:	13A 20240129000000002109
CONTRACT	Proposed Start Date:	2/1/2024	Proposed End Date: 2/1/2025
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:		Mysticetus LLC., Bellevue, WA	
Brief Description of Goods/Services/Grant:		Software for Marine Species Data Collection and Associated Support Services	

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

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 Division of Marine Mammal Research requires software specifically designed for the collection of marine species data for initiation and implementation of visual marine species survey work in the Gulf of Maine. This program must be equipped with the capabilities to collect and summarize visual survey data. The visual survey program requires software that can be customized to the data needs of the program, have demonstrated alignment with industry standards for these data types, and integrate with scientific equipment. Equipment integration is included but not limited to; reticle binocular range measurements, GPS units, varying observational platform heights, microphones, and inclinometers. Implementing data protocols specific to an original survey program requires an equally specific software tool and the addition of support and training to ensure proper equipment set-up, integration, project initiation and project implementation. Support services are also essential for maintaining a cohesive data collection methodology and data outputs for the duration of the project.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

The Contractor, Mysticetus LLC, is the Single Source/Unique Vendor of software and project services with a custom product for marine species data collection. In addition to their software, they provide services for equipment set up, a customized interface, project optimization, training, technical support, and product deployment and integration. This software provides a standardized data collection process, secure access for onshore monitoring of survey effort and data collection, automated data storage options for data back-up, and tools for data visualization and project reporting. Mysticetus LLC software had the ability to integrate with the scientific and environmental equipment required for marine species surveys and can also be integrated with innovative scientific equipment utilized aboard vessel and aerial surveys as data collection tools evolve. The Contractor has experience in implementing data collection systems and offering support services for both regional and global marine species survey projects, programs and organizations with a wide variety of goals and requirements. The Contractor can tailor the software program and services to the specific needs of the Division of Marine Mammal Research, including data output formats for integration into marine species modeling effort.

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

The negotiated costs are fair and reasonable given the capabilities of this custom marine species data collection software and extensive project services that Mysticetus LLC can provide the Division of Marine Mammal Research for the initiation and implementation of an original survey program.

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

The Contractor will remain the Single Source/Unique Vendor for marine species visual survey data collection software and associated support services. They will provide the necessary Mysticetus LLC software subscription for field laptops purchased for survey work. The Contractor will provide onsite software set up services, prior to the initiation of survey work that will include the customization of in-program data fields and calculations, equipment connections and interfaces, training and demonstrations for ME DMR personnel who will utilize the software and/or data outputs. The Contractor will provide technical support for the program as required.

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) – If Yes, please be aware of the requirements from awarding federal agencies. 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):	<i>Carl Wilson</i> Carl Wilson (Feb 14, 2024 10:11 EST)		
Typed Name:	Carl Wilson, Director of Marine Science	Date:	2/14/2024
Signature of DAFS Procurement Official:	DocuSigned by: <i>Joseph Zrioka</i> EA813178102243C...		
Typed Name:	Joseph Zrioka Director of IT Procurement	Date:	2/13/2024







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Final Audit Report

2024-02-14

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