



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:		MDIFW – Wildlife Management	
Department Contract Administrator or Grant Coordinator:		Flora Drury, Land Acquisitions and Grants Biologist	
(If applicable) Department Reference #:		Purchase and Sale Agreement for land on Clark's Bridge Road, Limerick, Maine	
Amount: (Contract/Amendment/Grant)	\$ 228,000	Advantage CT / RQS #:	09A-2024022300000002330
CONTRACT	Proposed Start Date:	2/12/2024	Proposed End Date: 7/31/2024
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:		Brenda Buchanan, Esq., Currier Buchanan LLC; Portland, ME (escrow agent)	
Brief Description of Goods/Services/Grant:		Purchase of a 79-acre portion of a parcel in Limerick, Maine, on Clark's Bridge Road in Limerick to be added to the Vernon S. Walker Wildlife Management Area.	

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.

Under Title 12, §10109, Paragraph 1, the Commissioner of MDIFW is authorized to acquire land for the purpose of wildlife management areas or public access. MDIFW will purchase 79 acres of land in Limerick, York County, from Little Ossipee, LLC. This land is located across the Little Ossipee River from the Department's Vernon S. Walker WMA in Waterboro and is adjacent to other conserved lands held by Francis Small Heritage Trust. The Department wishes to acquire this property, which contains over a half-mile of Little Ossipee River frontage, to add to the Vernon S. Walker WMA. Wood turtle habitat is also mapped on the land MDIFW intends to acquire.

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

The land identified under this contract has been evaluated by the MDIFW for its uniqueness and ability to meet public access and wildlife management priorities. The owners are the only ones able to offer the land for sale.

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

The value of the land (\$228,000) was determined via USPAP appraisal by a licensed appraiser (Jesse Studley ME CGA #2851, of Legacy Appraisal Services, LLC). MDIFW is under contract with the landowner to purchase the property for the appraised value. This appraisal report will be upgraded to a report meeting UASFLA standards. Funds for this acquisition are coming from a grant from the F20AF12055, a grant received from the USFWS.

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

NA. This contract is specific to acquisition of a specific piece of property located to address a specific issue.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Procurement Justification Form (PJF)

Signature of requesting Department's Commissioner (or designee):	<small>DocuSigned by:</small> <i>Judith A Camuso</i> <small>2E11918D8425475...</small>		
Typed Name:	Judith A. Camuso	Date:	2/15/2024
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Martha Verhille</i> <small>891CE7A1493D45B...</small>		
Typed Name:	Martha Verhille	Date:	3/20/2024

Certificate Of Completion

Envelope Id: DC1D3109893443A7BE013CC72DD3EF5E
Subject: Complete with DocuSign: Little Ossipee PJF_Final.docx
Source Envelope:
Document Pages: 3
Certificate Pages: 5
AutoNav: Enabled
Envelopeld Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed

Envelope Originator:
Sue-Ann Brann
353 Water Street
41 SHS
Augusta, ME 04333-0041
Sue-Ann.Brann@maine.gov
IP Address: 198.182.163.113

Record Tracking

Status: Original
2/15/2024 8:45:34 AM
Security Appliance Status: Connected
Storage Appliance Status: Connected

Holder: Sue-Ann Brann
Sue-Ann.Brann@maine.gov
Pool: StateLocal
Pool: Inland Fisheries and Wildlife

Location: DocuSign
Location: DocuSign

Signer Events

Judith A Camuso
judy.camuso@maine.gov
Commissioner
Security Level: Email, Account Authentication
(None)

Signature



Signature Adoption: Pre-selected Style
Using IP Address: 198.182.163.113

Timestamp

Sent: 2/15/2024 8:47:00 AM
Viewed: 2/15/2024 10:22:16 AM
Signed: 2/15/2024 11:09:14 AM

Electronic Record and Signature Disclosure:
Accepted: 10/19/2020 7:28:05 AM
ID: 24d64f2e-00cf-46c0-b117-54ad17a1fc59

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Bethany Atkins
bethany.atkins@Maine.gov
Security Level: Email, Account Authentication
(None)



Sent: 2/15/2024 8:47:01 AM
Viewed: 2/15/2024 8:47:35 AM

Electronic Record and Signature Disclosure:
Accepted: 10/2/2023 9:24:14 AM
ID: 9d1a79e6-a10e-46e8-a5c9-f04944f59af9

Flora Drury
flora.drury@maine.gov
Security Level: Email, Account Authentication
(None)



Sent: 2/15/2024 8:47:02 AM
Viewed: 2/15/2024 9:25:40 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Witness Events

Signature

Timestamp

Notary Events**Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

2/15/2024 8:47:02 AM

Certified Delivered

Security Checked

2/15/2024 10:22:16 AM

Signing Complete

Security Checked

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Completed

Security Checked

2/15/2024 11:09:14 AM

Payment Events**Status****Timestamps****Electronic Record and Signature Disclosure**