



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$10,000 submitted to the Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Inland Fisheries and Wildlife / Wildlife / Game	
Department Contract Administrator or Grant Coordinator:		Nathan Bieber and Diana Harper	
(If applicable) Department Reference #:			
Agency Department Code:	09A	Advantage CT / RQS #:	20260219*1745
Amount: (Contract/Amendment/Grant)	\$68,299.87		
CONTRACT	Proposed/Original Start Date:	3/2/2026	Proposed/Most Recent End Date: 3/1/2027
AMENDMENT	New Effective Date:		New End Date (if Applicable):
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Matson's Lab Manhattan, Montana	
Brief Description of Goods/Services/Grant:		Bear, deer, and furbearer (lynx, bobcat, fisher, marten, river otter) tooth cleaning, staining, sectioning, and age analysis	

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. Higher Education 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 regulates the harvest of big-game and furbearer species to ensure that harvests are sustainable and that populations are maintained within management guidelines and with wildlife health as a priority. Age structure data are obtained by analyzing teeth from harvested animals, and this helps wildlife managers to monitor a wide variety of population characteristics such as mortality and survival rates, sex and age-specific harvest rates, and abundance/density.

The Provider shall prepare and analyze up to 3,400 black bear teeth, 2,000 white-tailed deer teeth, and 2,470 furbearer teeth (20 lynx, 300 bobcat, 600 fisher, 950 marten, and 600 river otter).

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

With long-term datasets used to monitor trends, it is important that data be collected using similar protocols and quality control standards over time; introducing data collected differently to a dataset may hide or skew apparent trends in those data. While we possess equipment to cut and age teeth from some species in-house, we are only able to handle a very small number, and results for most species are of a lower quality and confidence, so it is necessary to contract this work to a lab with greater capacity and sophistication.

Wildlife tooth aging is a very niche field, so there are very few labs that do this work. After online searches and consulting with other agencies in the Northeast, we are not aware of any other labs that can offer these services besides Matson’s Lab and Wildlife Analytical.

Wildlife Analytical was explored as a possible alternative vendor in 2023, but after sending a sample of teeth to that lab and receiving questionable results, we do not believe they can provide the required service and quality needed at this time. For this comparison, we collected two incisor teeth from a sub-sample of the deer that we collect samples from. We sent one tooth to Matson’s and another to Wildlife Analytical to compare results. The Matson’s results were in line with expectations and in line with what our staff thought when they looked at the deer, but the results from Wildlife Analytical were not in line with expectations and were inconsistent with what I think we’re ever likely to find in a wild deer population here in Maine. Specifically, the 1-year-old vs. 2-year-old differentiation is the most important age group for us to get right for our management, and in Maine, we typically see about 30-40% yearlings in our buck harvest. When we did the comparison between labs, Matson’s Lab returned ~25% yearlings, and Wildlife Analytical reported that we had around 5% yearlings in the sample. The Wildlife Analytical results did not seem reasonable to us, are not possible in a wild hunted deer population, and did not match what our staff thought when they looked at the deer, therefore we did not feel comfortable using their services. The Matson’s results were reasonable.

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

The cost per tooth at Matson’s varies by species. White-tailed deer and black bear will cost \$5.40 per tooth for sectioning and \$2.20 for analysis (\$7.60 total). Furbearers cost \$5.50 per tooth for sectioning and \$2.20 for analysis (\$7.70 total). Non-standard furbearer teeth cost \$10.45 for sectioning, and river otter and non-standard furbearer teeth cost \$2.50 for analysis. \$0.85 per tooth will be charged for each tooth that requires additional cleaning, and \$0.85 will be charged for each tooth that requires additional trimming. \$55.95 will be charged for shipping bear tooth envelope boxes back to MDIFW.

PART III: SUPPLEMENTAL INFORMATION

We have the ability and equipment to cut, stain, and analyze only a small number of teeth from only some species in-house. In-house work is of a lesser quality and lower confidence than results from this lab. If a staff biologist were to prepare teeth at a rate of ~\$35/hour, the cost to clean, section, and analyze each tooth would be ~\$6-7 per tooth depending on proficiency level and would divert these staff from working on other tasks.

Wildlife Analytical charges \$33 per tooth for individual submissions. They would offer reduced pricing for bulk orders such as from a government agency and likely offer rates competitive with Matson's; however, after our lab comparison study in 2023, we do not believe this is a viable alternative to Matson's Lab as their results were not in line with expectations or realistic for what is seen in wild hunted deer populations.

We are aware of no other labs that can process large numbers of wildlife teeth.

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

We will use a competitive bidding process next year to determine whether any other suitable labs unknown to the Department are in operation. Since we typically create a master agreement with the winning bidder, and it can take some time to put into effect, we plan to start the bidding process in January 2027.

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) or (026) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.

PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS Title 5, §18 and §18-A, in harmony with MRS Title 17, §3104.

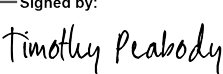
The requesting department's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

PART VI: APPROVALS

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

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

Signed by:

 03275703AA74438...

Typed Name: Timothy Peabody

Date: 3/24/2026

Certificate Of Completion

Envelope Id: 5B1C98F0-3A21-44A0-8A13-E4DAA89481D1

Status: Completed

Subject: PJF to sign: Matson's Lab 20260219_1745 PJF

Source Envelope:

Document Pages: 4

Signatures: 1

Envelope Originator:

Certificate Pages: 4

Initials: 0

Diana Harper

AutoNav: Enabled

353 Water Street

Envelopeld Stamping: Enabled

41 SHS

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Augusta, ME 04333-0041

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Pool: StateLocal

Signer Events

Timothy Peabody

timothy.e.peabody@maine.gov

Deputy Commissioner

Security Level: Email, Account Authentication (None)

Signature

Signed by:

03275703AA74438...

Signature Adoption: Pre-selected Style

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Sent: 3/24/2026 1:24:56 PM

Viewed: 3/24/2026 1:53:46 PM

Signed: 3/24/2026 1:54:09 PM

Electronic Record and Signature Disclosure:

Accepted: 3/24/2026 1:53:46 PM

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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
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/24/2026 1:24:56 PM
Certified Delivered	Security Checked	3/24/2026 1:53:46 PM
Signing Complete	Security Checked	3/24/2026 1:54:09 PM
Completed	Security Checked	3/24/2026 1:54:09 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		