



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:		Maine State Museum	
Department Contract Administrator or Grant Coordinator:		Sheila McDonald, Deputy Director	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 90,000	Advantage CT / RQS #:	20220421 * 2582
CONTRACT	Proposed Start Date:	5/16/2022	Proposed End Date: 6/30/2023
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:		Whales and Nails Seal Cove, Maine	
Brief Description of Goods/Services/Grant:		Exhibit preparation of skeletons of two humpback whales to include transport, cleaning, restoration, repair, and articulation.	

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 Maine State Museum has procured two whale skeletons – a 45' female and 18.5' calf – that will be installed in a new museum exhibit. The bones of both skeletons require extensive work to clean, preserve, and rearticulate them so that they can be suspended in the museum gallery. The rearticulation also involves threading the bones on shaped steel tubes, which will provide the internal structure necessary for the whale to be safely and appropriately suspended in the museum exhibit gallery.

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

The vendor, Whales and Nails, Inc., is truly a unique vendor, not only in Maine, but in the country. The vendor is one of only a handful of companies that has fabricated large whale exhibitions for museums and educational institutions across the country. The vendor has successfully provided the highest standards of professional articulation services that combine accurate anatomical representations and dynamic postures to create life-like exhibits.

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

The vendor's costs are fair and reasonable because of the extent of the vendor's experience, which will yield efficiencies and knowledge from past projects. The vendor is Maine-based and has a studio and workshop on Mt. Desert Island, which also brings cost savings in terms of travel by the vendor and museum staff for consultation during the preparation work. Each of the vendor's whale exhibition projects is different, with different skeleton sizes and different gallery installation, so a comparison with the costs of past projects in other places is not meaningful.

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

This particular project is a unique one, calling upon the skills of a unique vendor. It is unlikely that the Maine State Museum will be undertaking a similar large project in the near future, but if so, negotiations would be undertaken with vendors, as possible and appropriate.

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


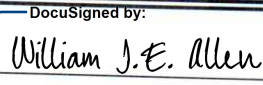
Does this request utilize ARPA/MJRP funds?

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.

Signature of requesting Department's Commissioner (or designee):	DocuSigned by: 		
Typed Name:	Sheila McDonald	EC867381FEA441E	Date: 4/13/2022
Signature of DAFS Procurement Official:	DocuSigned by: 		
Typed Name:	william J.E. Allen	2D5B6E39F57E44A...	Date: 4/26/2022