

**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:		Dept. Marine Resources/Marine Science/Education Division	
Department Contract Administrator or Grant Coordinator:		Dottie Yunger / Amanda Webb	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)		\$ 30,870.00	Advantage <u>CT</u> / RQS #: 13A 2023041000000002634
CONTRACT	Proposed Start Date:	4/15/2023	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:		22 Pearl St Biddeford, Maine 04005 Info@MarineEco.com 207.284.9694 VC0000015358 Marine Ecological Habitats	
Brief Description of Goods/Services/Grant:		Fabrication & delivery of specialty acrylic tanks with lids for Maine State Aquarium renovation & reopening.	

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 checked="" 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 has received emergency supplemental funds to expedite repairs to the Maine State Aquarium (MSA) to facilitate opening in Summer 2023. Without the required repairs, the Department will not be able to open to the public in a safe and informative manner. The MSA was closed in 2020 because of the COVID 19 pandemic. An attempt to reopen in 2022 was made, several significant issues impacting visitor safety, animal health and wellbeing, and facility integrity were identified. The MSA serves as a regional draw for Lincoln County and the Boothbay Harbor Region, with 30,000 visitors prior to the pandemic.

This vendor agreement provides fabrication & delivery of specialty acrylic tanks for the reopening of the MSA. Emergency supplemental funds provided by LD-206 to facilitate the refurbishment of the Maine State Aquarium (MSA). LD 206 indicates a reopen deadline in the summer season of 2023. This vendor will provide tanks with these dimensions: Three 150 gallon tanks, dimensions 84" L x 33" W x 36" H (14" H); Three 100 gallon tanks, dimensions 60" L x 32" W x 15" H; Six folding locking lids. The Maine State Aquarium already has the tank stands, filtration, and chiller systems from this vendor to operate these tanks.

Due to the shortened timeline this vendor is uniquely equipped to supply required design and planning for the 2023 reopen deadline. These tanks are specialized and unique to the vendor in design and fabrication and will be used to provide specialized environments for animals while current modifications are made to the overall integrated seawater system (emergency circumstances related to animal health and welfare).

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

The vendor is ideally suited to support opening MSA in Summer 2023. The vendor has direct experience in all aspects of the proposed work. These tanks are specialized and unique to the vendor in design and fabrication. The Maine State Aquarium already has the tank stands, filtration, and chiller systems from this vendor to operate these tanks. The vendor has completed a similar project for the Maine Coastal Program where much of the same knowledge base can be applied to the MSA. The vendor has the experience to leverage the extremely compressed timeframe for reopening. The vendor is local and can deliver the product for a substantial savings. The vendor is selling the products at discounted prices, saving the State \$1,500.00.

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

Funding from supplemental budget for the reopening of the Maine State Aquarium must be encumbered by June 30, 2023. The negotiated budget with vendor is fair and reasonable given the scope and timing of the project. The Vendor can leverage previous work in Maine to jump start proposed deliverables. Vendor is local, thereby reducing costs for site visits, travel time, etc.

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

These tanks are needed now to house animals for the Maine State Aquarium and reopen the renovated space with. Once the tanks are installed, they will not be needed again (or in a tightly compressed timeframe).

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):			
Typed Name:	Patrick Keliher, Commissioner	Date:	4/13/23
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Typed Name:	<small>891CE7A1493D45B...</small> Martha Verhille	Date:	4/14/2023