



**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:		Marine Resources, Bureau of Marine Science	
Department Contract Administrator or Grant Coordinator:		Matt Davis/HQ-Finance	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$ 5,300	Advantage <u>CT</u> / RQS #:	13A 20240327000000002637
CONTRACT	Proposed Start Date:	5/1/2024	Proposed End Date: 12/31/2024
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:		Justin Papkee, 15 Leavitt St, Long Island, ME 04050	
Brief Description of Goods/Services/Grant:		Vessel support to deploy and retrieve passive acoustic receivers geared towards monitoring inshore white shark presence	

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.



<b>PART III: SUPPLEMENTAL INFORMATION</b>	
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.	We are in need of a captain who is knowledgeable of Maine’s coastline to help deploy and retrieve passive acoustic equipment for monitoring white shark activity in coastal waters.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	This vendor has worked with the DMR on white shark monitoring in prior years and is familiar with the gear and setup of the survey. He also provides a competitive rate per-day for services rendered.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	The cost to perform these services was agreed upon by the contractor and State employee. The rate of work per-day is competitive for the amount of work and wear put on the boat to perform the requested actions.
4. Describe the plan for future competition for the goods or services.	In 2025, the State will work with fishermen to find competitive rates to continue this monitoring work.

<b>PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS &amp; RECOVERY PLAN (MJRP)</b>	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).	
<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	

<b>PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE</b>	
Does the requesting Department signatory understand and acknowledge Maine’s COI Statute?	
<input checked="" type="checkbox"/> Yes, the requesting Department understands and acknowledges <a href="#">MRS Title 5, §18-A, 2.</a>	

**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	 Carl Wilson (Mar 28, 2024 10:10 EDT)		
Typed Name:	Carl Wilson, Director of Marine Science	Date:	3/28/2024
Signature of DAFS Procurement Official:	 41C2BA36FAF44CD...		
Typed Name:	Kathy Paquette	Date:	4/19/2024





# PJF- CT 13A 20240327-2637

Final Audit Report

2024-03-28

Created:	2024-03-27
By:	Amanda Webb (amanda.webb@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA75EIW90QT7dqYzsp-Wxmgl2MFtj08jQG

## "PJF- CT 13A 20240327-2637" History

-  Document created by Amanda Webb (amanda.webb@maine.gov)  
2024-03-27 - 9:07:16 PM GMT
-  Document emailed to Carl (carl.wilson@maine.gov) for signature  
2024-03-27 - 9:07:20 PM GMT
-  Email viewed by Carl (carl.wilson@maine.gov)  
2024-03-28 - 2:09:56 PM GMT
-  Signer Carl (carl.wilson@maine.gov) entered name at signing as Carl Wilson  
2024-03-28 - 2:10:30 PM GMT
-  Document e-signed by Carl Wilson (carl.wilson@maine.gov)  
Signature Date: 2024-03-28 - 2:10:32 PM GMT - Time Source: server
-  Agreement completed.  
2024-03-28 - 2:10:32 PM GMT