



## 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 Public Health			
Department Contract Administrator or Grant Coordinator:	David Miller / HQ-Finance			
(If applicable) Department Reference #:	N/A			
Amount: (Contract/Amendment/Grant)	\$ 30,000	Advantage <u>CT</u> / RQS #:	13A	20240311000000002449
<b>CONTRACT</b>	Proposed Start Date:	<b>4/30/2024</b>	Proposed End Date:	<b>12/31/2024</b>
<b>AMENDMENT</b>	Original Start Date:		Effective Date:	
	Previous End Date:		New End Date:	
<b>GRANT</b>	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:	Carver Shellfish dba A.C. Inc 125 Black Duck Cove Rd, Beals, ME 04611			
Brief Description of Goods/Services/Grant:	Contract mahogany quahog vessel for biotoxin sampling offshore			

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.	The Department of Marine Resources (DMR), Bureau of Public Health is tasked with monitoring the bivalve shellfish resources of the State of Maine for biotoxin threats. This monitoring program is mandated by the National Shellfish Sanitation Program Model Ordinance, compliance with which allows Maine shellfish to be exported out of state. Testing must be done on all species commercially harvested. Maine allows an offshore mahogany quahog fishery provided biotoxin testing toxin levels are below quarantine limits and thus safe for human consumption. DMR requires access to a commercial fishing vessel to harvest mahogany quahog samples at specified locations and times for biotoxin testing.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	The harvest of mahogany quahogs occurs offshore at water depths of 200-300 feet utilizing specialized fishing equipment. The Department does not have a boat, fishing gear or personnel to collect mahogany quahog samples independently. The vessels owned by A.C. Inc are equipped to harvest mahogany quahogs. They have experienced captains and crews to run the vessels and harvest gear as well as knowledge of the fishing grounds. There is now only one company that participates in this fishery and the only one available to contract for the biotoxin testing service.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	A.C. Inc is the only company able to provide the boat sampling services to DMR. Their per trip price of \$2,000 which accounts for a 12 -14 hour sampling day covering a large area off Jonesport Maine, conducting 12 -14 tows to collect the samples and transport to and from their home port. This is the same per trip cost DMR paid for the same contracted services in 2022 & 2023.
4. Describe the plan for future competition for the goods or services.	For a variety of reasons participation in this fishery has declined to a point where this is the only vendor available to provide sampling services to DMR. DMR continues to evaluate and pursue new testing protocols that incorporate more shoreside lot testing thereby reducing the cost and reliance on boat sampling.


<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.	

**PART V: CONFLICTS OF INTEREST (COI); PURCHASES BY THE STATE**

Does the requesting Department signatory understand and acknowledge Maine's COI Statute?

 Yes, the requesting Department signatory understands and acknowledges [Title 17, Chapter 101, §3104](#).
**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	<i>Meredith Mendelson</i> Meredith Mendelson (Apr 1, 2024 13:25 EDT)		
Typed Name:	Meredith Mendelson, Deputy Commissioner of DMR	Date:	4/1/24
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>  <small>41C2BA36FAF44CD...</small>		
Typed Name:	Kathy Paquette	Date:	4/22/2024




# PJF- CT 13A 20240311-2449

Final Audit Report

2024-04-01

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