



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 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:	Marine Resources/Marine Mammal Research/Survey Program		
Department Contract Administrator or Grant Coordinator:	Sarah Leiter		
(If applicable) Department Reference #:	N/A		
Amount: (Contract/Amendment/Grant)	\$ 465,033.24	Advantage CT / RQS #:	13A 20240531000000003499
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	5/22/2024	Effective Date:
	Previous End Date:	5/31/2025	New End Date: 6/30/2025
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:	Azura Consulting LLC., Garland, TX		
Brief Description of Goods/Services/Grant:	Aerial Surveys and Marine Mammal Observers		

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 checked="" type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input 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.

This amendment will accommodate ME DMR Division of Marine Mammal Research Survey Program's requested changes to this project, including the addition of surveys, standby time for observers and aircraft, and gap days for observers between surveys. A summary of the New Cost Estimate based on the requested project changes is provided below along with a budget justification and assumptions.

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

Azura Consulting LLC. is the current contractor for these services. Increasing the total contract amount and extending the date of this contract will allow for flexibility to ensure ME DMR can continue priority monthly survey efforts to support ongoing research and meet program objectives. The program has initiated an RFP process to secure Aviation Services following this contract and the dates of RFP fulfillment are still unknown.

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

The fair and reasonable rates are described in a summary of the New Cost Estimate based on the DMR-requested project changes and was provided by Azura along with a budget justification and assumptions, and can be found in the proposed cost (quote) document from Azura submitted with this justification.

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

A Request for Proposals is in process to fulfil aviation services needs and continue monthly aerial surveys. Observers for monthly surveys will be contracted locally on an as-needed basis while the Division of Marine Mammal Research endeavors to hire a new Marine Resource Scientist who will serve as an observer and work across programs within the Division to meet observer needs.

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) – 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 signatory understands and acknowledges Maine's Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	 Carl Wilson (Apr 8, 2025 17:45 EDT)		
Typed Name:	Carl Wilson, Commissioner	Date:	4/8/2025
Signature of DAFS Procurement Official:	 891CE7A1493D45B...		
Typed Name:	Martha verhille	Date:	4/11/2025

PJF CT 13A 20240531-3499 Amendment 3-27-25

Final Audit Report

2025-04-08

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