



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:		DEP/water/DEA	
Department Contract Administrator or Grant Coordinator:		Denise Blanchette	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 5,200.00	Advantage CT / RQS #:	06A 20250403*2288
CONTRACT	Proposed Start Date:	5/1/2025	Proposed End Date: 12/31/2025
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:		Aqualogic 1608 Johnsburg Road, Johnsburg NY 12483	
Brief Description of Goods/Services/Grant:		AIS Manual Control Diver training	

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 Department of Environmental Protection (DEP) is charged by the Legislature (38 MRSA §1862 and §1872, among other statutes) with conducting programs designed to reduce the spread of invasive aquatic plants. The legislation requires a variety of functions as part of program operations. It is within the scope of DEP's Invasive Aquatic Species Program to evaluate, manage and prevent further spread of newly discovered invasive aquatic plants. Reducing invasive plant density and populations by removal reduces the risk of further spread. Aquatic Invasive plants are removed by scuba divers through placement of benthic barriers, hand pulling or by DASH (Diver Assisted Suction Harvesting). Techniques and proper removal training are required for good results and to assure the safety of those working on removal projects. The unique requirements for diver specialty training are beyond the capacity of the DEP invasive aquatic species unit. A diving industry instructor is needed.

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

Providing these services requires a vendor that has the knowledge and skills of invasive aquatic plant removal, and the diving industry certification required to provide specialty training to scuba divers. Aqualogic staff have years of experience working on invasive aquatic plant removal projects using diver techniques. They have worked with PADI (Professional Association of Diving Industry) to develop this specialty course for NH and have been teaching the course in NH for several years. They have developed a training program to train new drivers in both NY and NH offering internships for college level students. They have now added Maine to the list of states for certification on this dive specialty.

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

The rates are fair and similar to rates for other types of diving specialty courses.

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

Based on our experience with the technical level of this training, competition by other potential contractors will not lead to a better product either economically or with respect to quality of work without significant upfront costs by the contractor and DEP. For one, there are currently no known competing contractors with the staff and experience and certifications of the Provider. Considering the mission of the Provider, its track record of working with entities in New York and New Hampshire who are currently involved with the invasive plant species programs, there is no real incentive, or need, for others to develop competing programs. The DEP's exchange and dialogue with all involved entities suggests that there is no interest in competing for these services.

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

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); 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):			
Typed Name:	Melanie Loyzim, Commissioner	Date:	
Signature of DAFS Procurement Official:	 <small>891CE7A1493D45B...</small>		
Typed Name:	Martha Verhille	Date:	4/15/2025