



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
**OFFICE OF STATE PROCUREMENT SERVICES**  
 STATE OF MAINE

**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:		Maine Governor's Energy Office		
Department Contract Administrator or Grant Coordinator:		Stephanie Watson		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$100,000	Advantage CT / RQS #:	20250303*2023	
<b>CONTRACT</b>	Proposed Start Date:	4/7/2025	Proposed End Date:	12/31/26
<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:		Coastal States Stewardship Foundation as fiscal agent for the Northeast Regional Ocean Council (NROC)/Regional Wildlife Science Collaborative (RWSC) on Offshore Wind; Washington, DC		
Brief Description of Goods/Services/Grant:		The NROC/RWSC will provide consultant services to develop and maintain an open data catalog and webpage to share research data from projects through the Maine Offshore Wind Research Consortium and the Maine Offshore Wind Research Array. This work is essential to meet the requirements of 35-A MRSA §3406 (Maine Offshore Wind Research Consortium) and the state's research lease requirements to share open access data per the U.S. Bureau of Ocean Energy Management.		

**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
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<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 purpose of this Contract is to support the development of a Maine Offshore Wind Data Catalog in fulfillment of 35-A MRSA §3406 (Maine Offshore Wind Research Consortium) and the state’s research lease requirements to share open access data per the U.S. Bureau of Ocean Energy Management. This scope of work is a component of a broader initiative led by RWSC and NROC with investment from additional funders to advance a national Offshore Wind Data Catalog and the data management and repository enhancements needed to make offshore wind research data collected findable, accessible, interoperable, and reusable. This includes offshore wind research data associated with the Maine Floating Offshore Wind Research Array and projects funded through the Maine Offshore Wind Research Consortium.

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

The Northeast Regional Ocean Council (NROC)/Regional Wildlife Collaborative on Offshore Wind (RWSC) is uniquely qualified to provide the immediate services required. NROC administers both the RWSC and the Northeast Ocean Data Portal. NROC is the only vendor who has coordinated multi-sector regional experts in the Regional Wildlife Science Collaborative to develop widely supported open data governance and data standards related to data from offshore wind projects in the Northeast region. NROC also maintains the highly utilized Northeast Ocean Data Portal, a public data portal established in 2009 for the Northeast Region as part of the U.S. regional ocean planning process. Further, the vendor has a well-established expert review process to ensure that additional data collected through Maine offshore wind research and shared openly are high quality and effective. The Coastal States Stewardship Foundation is the fiscal agent for the Regional Wildlife Science Collaborative.

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

The negotiated costs are reasonable because this contract leverages several other contracts that NROC/RWSC have negotiated to develop complementary elements of the data catalog. Maine’s investment will focus on sharing offshore wind research data on key priorities identified by the advisory board of the Maine Offshore Wind Research Consortium and by the stakeholders involved in the Maine Offshore Wind Research Array: Research Framework. These data priorities include offshore bat monitoring, seafloor mapping, and aerial survey data. Because the vendor is already operating the regional ocean data portal and is administering the RWSC, they are uniquely suited to provide the services at the lowest cost.

**PART III: SUPPLEMENTAL INFORMATION**

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

If additional broader services are needed, a competitive process may be offered.

**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.

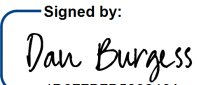
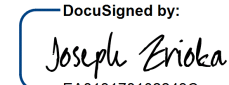
**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

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):	Signed by:  4D877B7B528246A...		
Typed Name:	Dan Burgess	Date:	4/9/2025
Signature of DAFS Procurement Official:	DocuSigned by:  EA813178102243C...		
Typed Name:	Joeseeph Zrioka, IT Procurement Director	Date:	4/9/2025