

State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

PART I: OVERVIEW

Department Office/Division/Program:		Agriculture, Conservation and Forestry/ARD		
Department Contract Administrator or Grant Coordinator:		Leigh Hallett		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 8,995.00	Advantage CT / RQS #:	CT 01A 20210324*2551	
CONTRACT	Proposed Start Date:	5/15/2021	Proposed End Date:	7/30/2021
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:		University of Maine Acting through the University of Maine System Orono, Maine		
Brief Description of Goods/Services/Grant:		Examine the potential economic impacts of enhanced agricultural processing capacity in Maine.		

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

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 project is to examine the potential economic impacts of enhanced agricultural processing capacity in Maine. Economic impact is defined as the output (e.g., revenue and sales), employment and labor income generated by new and/or expanded agricultural processing facilities (i.e., direct effects); as well as the multiplier effects supported by the facilities' purchases (i.e., indirect effects) and spending of their workers (i.e., induced effects).

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PART III: SUPPLEMENTAL INFORMATION

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

This is a collaborative project between the Department and the University of Maine School of Economics to undertake specialized research pertaining to Maine agriculture. It requires specialists with experience with Maine agriculture, agricultural economics, data collection, and statistics. The University of Maine is the state's research hub and home to Cooperative Extension, which is devoted to agricultural applied research and engagement with agricultural producers and as such was selected to undertake this specific project.

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

The costs are very reasonable given the scope of the project, ultimate work product, number of academic staff involved, and the prompt timeframe for completion.

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

This particular project is a one-time effort. There likely will be additional research projects that result from the output of this effort but will be separate and distinct in their scope.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
	<small>DocuSigned by:</small> <i>Randy Charette</i>	<small>DocuSigned by:</small> <i>Amanda E. Beal</i>	
Printed Name:	<small>8F3DD450C23241F...</small> Randy Charette	<small>20AF3A2882BB4AA...</small> Amanda E. Beal	Date: 5/6/2021 5/9/2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Debbie Jacques</i>		
Printed Name:	<small>1DFA5665D481F42E...</small> Debbie Jacques	Date:	5/11/2021