

State of Maine Procurement Justification Form

This form must accompany ALL contract requests and sole source requisitions submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below.

PART I: OVERVIEW

Department Office/Division/Program:		Inland Fisheries and Wildlife/Wildlife Resource Assessment Section	
Department Contract Administrator or Grant Coordinator:		Jennifer Vashon, Wildlife Biologist Brenda Lord, Wildlife Secretary	
(If applicable) Department Reference #:		N/A	
Estimated Contract or Grant Amount:	\$17,681.50	Advantage CT / RQS #:	CT-09A-20210511*3191
AMENDMENT	Original Start Date:		New Start Date:
	Original End Date:		New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
ALL OTHER	Proposed Start Date:	5/18/2021	Proposed End Date: 8/31/2021
Vendor/Provider/Grantee Name, City, State:		Matson's Laboratory, LLC, 135 Wooden Shoe Lane, Manhattan, MT 59741	
Brief Description of Goods/Services/Grant:		Section and age 3,100 bear teeth from the 2020 fall bear harvest	

PART II: JUSTIFICATION FOR VENDOR SELECTION

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

	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 QUESTIONS

Please respond to ALL of the following questions.

1. Provide a more detailed description of the goods, services or grant to supplement the response in Part I.

a. Population age structures are frequently used to determine whether mortality factors, such as hunting, are at a level which allows continued growth of a wildlife population. Black bears are aged by extracting a pre-molar, cutting and staining sections of the tooth, and reading the growth rings of the tooth. Although bear teeth can be aged at the Bangor office, the number of teeth exceeds our capacity. Therefore, a contract is needed for cutting, mounting, and reading the ages of these teeth.

b. The primary mission of our agency is to ensure that wildlife populations in Maine, and the enjoyment of these populations, continue into the future. As such, the harvest of black bears needs to be regulated to ensure that sufficient

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PART III: SUPPLEMENTAL QUESTIONS

bears are being harvested to meet publicly derived population objectives, and that this harvest is not detrimental to the bear population. One tool for doing this is to track the age structure of the bear population.

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

a. Current staffing levels in the Mammal Group are not sufficient to allow the processing, cutting, and aging of approximately 3,100 bear teeth per year. For regulatory recommendations to be made on time, bear teeth must be processed and cut early in the year. This schedule conflicts with the Dept. monitoring of bears in their winter dens which occurs from January through March. The biologist that oversees tooth aging is the same biologist that oversees winter den work. This makes it impossible to age large numbers of bear teeth in our own laboratory.

b. The Department has worked with Dahl-Chase, Bangor, ME, to develop their expertise in cutting teeth. While the Department uses Dahl-Chase for cutting teeth when a fast turn-around time is needed, the tooth sectioning costs charged by Dahl-Chase are over \$1 / tooth higher than Matson Laboratory and Dahl-Chase does not age the teeth they cut.


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

Matson's costs for tooth preparation (approximately \$5.85 / tooth) are as low, or lower than our in-house costs for performing the same service. However, their charges for reading tooth ages are more than the hourly rate our biologists are paid. Laboratories that age teeth for individual hunters are charging \$18 / tooth and up which is considerably higher than Matson's rate.

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

Currently, Matson's is the only laboratory that is available to cut and prepare large numbers of wildlife teeth for analysis on behalf of state wildlife agencies. If another laboratory becomes available to provide this service, we will use a competitive process to select the best vendor to conduct this work.

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>		
			
Printed Name:	Nathan Webb	Date:	5/11/2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Debbie Jacques</i>		
Printed Name:	<small>1DFA565D481F42E...</small> Debbie Jacques	Date:	5/19/2021