



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
DIVISION OF 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 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 intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Department of Inland Fisheries and Wildlife/ Fisheries and Hatcheries Division	
Department Contract Administrator or Grant Coordinator:		Joe Overlock, Fisheries Management Section Supervisor	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 54,998	Advantage CT / RQS #:	09A-20240514000000003239
CONTRACT	Proposed Start Date:	6/1/2024	Proposed End Date: 3/31/2025
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:		Responsive Management 130 Franklin Street Harrisonburg, VA 22801	
Brief Description of Goods/Services/Grant:		Survey Maine anglers to determine participation, practices, and opinions regarding freshwater fishing in the state.	

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 Inland Fisheries and Wildlife (the Department) seeks to update previous data to determine anglers' participation, practices, and opinions regarding freshwater fishing in the state. The proposed study follows a similar angler survey conducted by Responsive Management for the Department in 2016. The final report will include trend analyses comparing the new findings with results from the previous survey (where similar questions are asked).

For this project, Responsive Management will survey both resident and nonresident licensed Maine anglers. Anglers will be randomly sampled from a license database provided by the Department. The resident sample will be stratified by four regions, consistent with the approach used for the 2016 angler survey (see the map at right). A minimum of 400 completed interviews will be obtained with resident anglers in each of the four regions (n=1,600). Additionally, Responsive Management will randomly sample 800 nonresident anglers from the license database.

All surveys will be administered using a multi-modal data collection methodology entailing interviews by telephone and online (including outreach by text message to those with a cellular phone). Respondents will be contacted based on the information available in the license database and given a choice of survey modes.

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

Responsive Management was selected to conduct MDIFW's Angler Opinion Survey in 2016 using a competitive process. This current contract is for an update to that survey and will be structured/analyzed in the same manner so comparisons can be made. Responsive Management has 32 years of experience with human dimension research on natural resource issues for state fish and wildlife agency in the US which makes Responsive Management a highly qualified vendor for collecting scientific data on public opinions to help inform agency management decisions.

Additionally, MDIFW has worked closely with this vendor to complete a variety of surveys since 2016. Working with this vendor adds additional efficiency to meet an aggressive timeline for completing this effort by December 1, 2024 to report back to the Maine Legislature and inform discussions in early 2025.

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

The cost is based on that from the 2016 Angler Opinion Survey and adjustments due to inflation. The cost of the survey is comparable to prior survey efforts awarded through a competitive process.

PART III: SUPPLEMENTAL INFORMATION

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

Responsive Management was selected to conduct the 2016 Angler Opinion Survey through a competitive process. RFPs will be conducted periodically to ensure a competitive process for this service.

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: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	 <small>DocuSigned by: Judith A. Camuso 2E11918D8425475</small>		
Typed Name:	Judith A. Camuso	Date:	5/14/2024
Signature of DAFS Procurement Official:	 <small>DocuSigned by: Kathy Paquette 41C2BA36FAF44CD...</small>		
Typed Name:	Kathy Paquette	Date:	5/16/2024