



### PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$10,000 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:		DMR Bureau of Sea Run Fisheries and Habitat	
Department Contract Administrator or Grant Coordinator:		Casey Clark/ HQ Finance	
(If applicable) Department Reference #:		NA	
Agency Department Code:	13A	Advantage CT / RQS #:	20250203000000001847
Amount: (Contract/Amendment/Grant)		\$24,892.85	
CONTRACT	Proposed/Original Start Date:	3/10/2025	Proposed/Most Recent End Date: 7/15/2026
AMENDMENT	New Effective Date:	5/7/2026	New End Date (if Applicable):
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Sabattus Pond Dam Commission	
Brief Description of Goods/Services/Grant:		Support for reconstruction of Sabattus Pond Dam and fishway at the same dam in Sabattus, Maine.	

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 checked="" 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. Higher Education 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 Sabattus Pond Dam Commission (SPDC) will contract with H.E. Callahan Construction Co., or another qualified construction contractor, to carry out updates to Sabattus Pond Dam including, but not limited to: replacing the water control mechanisms, replacing the top cap and other concrete features on the dam, adding downstream buttresses, completing structural tie-ins to both banks, and constructing the denil fishway. In addition, this work includes contracting with Acadia Civil Works, or another qualified engineering firm, to oversee construction activities and monitor for compliance with state and federal permit requirements.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

The SPDC is a quasi-municipal organization formed by the Towns of Sabattus, Greene, and Wales to maintain and manage the Sabattus Dam. The SPDC has cooperated with MDMR to complete joint engineering drawings for the dam repair and fishway work to be completed at the site. As the owner of the dam, the SPDC feels it is the appropriate entity to hold a construction contract for work on the dam. MDMR is providing pass-through funding to the SPDC in this contract to supplement funding SPDC already holds to complete the work at the dam. There is no other entity that would take on this role.

This amendment is to pass-through additional funding to the SPDC to cover change orders encountered when constructing the Sleeper Dam Fishway. Additional funds were secured from DMR's NFWF Award (013-13A-2225-30).

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

The SPDC has followed the appropriate procurement procedures (i.e. public competitive bid) to award a contract to HE Callahan Construction and Acadia Civil works to carry out the tasks identified in this service contract. MDMR has participated in the review of these procurement procedures.

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

If in the future, if another vendor becomes available that has the adequate facilities and capabilities to fill this role, we will evaluate each equally.

**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) or (026) – 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’s signatory affirms, understands, and acknowledges Maine’s Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

**PART VI: APPROVALS**

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

Signature of requesting Department’s Commissioner (or designee):

*Meredith Mendelson*  
[Meredith Mendelson \(May 8, 2026 15:43:44 EDT\)](#)

Typed Name:

Meredith Mendelson, Deputy Commissioner

Date:

05/08/2026

2. Additional signature required **ONLY if box E (Emergency) is selected in PART II**. The signature below indicates approval by the Department’s Commissioner, or the designee specifically authorized to approve emergency procurement requests.

Signature of requesting Department’s Commissioner (or designee):

Typed Name:

Date:

**\*\*OSPS Section Only\*\***

Signature of DAFS Procurement Official:

Signed by:  
*Kathy Blais*  
 41C2BA36FAF44CD...

Typed Name:

kathy blais

Date:

5/21/2026


# PJF CT 13A 20250203-1847 Amendment 5-7-26

Final Audit Report

2026-05-08

Created:	2026-05-07
By:	Mickenzy Breton (mickenzy.breton@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8j48RXHQsCGrKDIYr35gECQUa5PdVg_

## "PJF CT 13A 20250203-1847 Amendment 5-7-26" History

-  Document created by Mickenzy Breton (mickenzy.breton@maine.gov)  
2026-05-07 - 7:10:06 PM GMT
-  Document emailed to Meredith Mendelson (meredith.mendelson@maine.gov) for signature  
2026-05-07 - 7:10:11 PM GMT
-  Email viewed by Meredith Mendelson (meredith.mendelson@maine.gov)  
2026-05-07 - 7:14:13 PM GMT
-  Email viewed by Meredith Mendelson (meredith.mendelson@maine.gov)  
2026-05-08 - 7:43:15 PM GMT
-  Document e-signed by Meredith Mendelson (meredith.mendelson@maine.gov)  
Signature Date: 2026-05-08 - 7:43:44 PM GMT - Time Source: server - Signature Appearance Selected: TYPE
-  Agreement completed.  
2026-05-08 - 7:43:44 PM GMT