

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:		Brenda Lord, Wildlife Secretary	
(If applicable) Department Reference #:			
Estimated Contract or Grant Amount:	\$ 30,000	Advantage CT / RQS #:	CT-09A-20200617*3956
AMENDMENT	Original Start Date:		New Start Date:
	Original End Date:		New End Date:
GRANT	Project Start Date:	July 1, 2020	Grant Start Date:
	Project End Date:	October 31, 2020	Grant End Date:
ALL OTHER	Proposed Start Date:		Proposed End Date:
Vendor/Provider/Grantee Name, City, State:		Responsive Management	
Brief Description of Goods/Services/Grant:		Wild turkey spring 2020 hunter harvest survey, including assistance with design, implementation, data analysis and final report, ultimately generating an estimate of the 2020 spring 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
X	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.

State of Maine Procurement Justification Form

PART III: SUPPLEMENTAL QUESTIONS

The requirement to report the harvest of wild turkeys was suspending during the spring 2020 hunting season due to the ongoing Coronavirus Pandemic. Therefore, the Maine Department of Inland Fisheries and Wildlife (the Department) plans to hire a contractor to survey eligible turkey hunters to gather this information. This survey must occur as soon as possible after the end of the turkey hunting season (June 6th) to maximize the accuracy of hunter responses.

Responsive Management will conduct a scientific survey for the Department to determine the total number and percentage of hunters who hunted turkeys, the number of days they spent hunting, the locations of turkey harvest, and the number of turkeys harvested per hunter during the hunting season. The survey will also include questions to assess turkey hunters' satisfaction and their attitudes toward Department management efforts.

To accomplish the study objectives, Responsive Management proposes to survey 3,000 Maine hunters who are eligible to hunt turkey. The sample will be drawn from license categories with turkey hunting privileges. The number of completed interviews for each license type will be proportional based on the relative size of each group within the overall population of hunters eligible to hunt turkey. Responsive Management will develop a specific sampling plan for approval by the Department prior to the initiation of the data collection. The sample will be randomly selected from license databases provided by the Department. The survey will be administered using a multimodal data collection approach entailing contact with hunters by telephone, mail, and/or email, with options to complete the survey online or with a professional telephone interviewer.

Responsive Management will fully analyze the survey data. All survey data will be processed and analyzed using SPSS for Windows software and proprietary software developed by Responsive Management. Data processing and analysis will include coding, preparation of straight tabulations, and preparation of study printouts. All data will be available in both hard copy and electronically in SPSS or Excel formats.

Responsive Management will provide a detailed final report that fully quantifies and clearly explains all of the turkey harvest data collected in the survey.

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

Responsive Management is an internationally recognized survey research firm specializing in natural resource and outdoor recreation issues. Their mission is to help natural resource and outdoor recreation agencies, businesses, and organizations better understand and work with their constituents, customers, and the public.

Focusing only on natural resource and outdoor recreation issues, Responsive Management has conducted telephone, mail, and online surveys, as well as multi-modal surveys, on-site intercepts, focus groups, public meetings, personal interviews, needs assessments, program evaluations, marketing and communication plans, and other forms of human dimensions research measuring how people relate to the natural world for more than 30 years.

Responsive Management has conducted research for every state fish and wildlife agency and every federal natural resource agency, including the U.S. Fish and Wildlife Service, the National Park Service, the U.S. Forest Service, Bureau of Land Management, U.S. Coast Guard, and the National Marine Fisheries Service. Additionally, they have also provided research for all the major conservation NGOs including the Archery Trade Association, the American Sportfishing Association, the Association of Fish and Wildlife Agencies, Dallas Safari Club, Ducks Unlimited, Environmental Defense Fund, the Izaak Walton League of America, the National

State of Maine Procurement Justification Form

PART III: SUPPLEMENTAL QUESTIONS

Rifle Association, the National Shooting Sports Foundation, the National Wildlife Federation, the Recreational Boating and Fishing Foundation, the Rocky Mountain Elk Foundation, Safari Club International, the Sierra Club, Trout Unlimited, and the Wildlife Management Institute.

Responsive Management has an on-site call center and dedicated staff that can complete the turkey hunter survey efficiently and within the Department's required timeline. They have conducted similar harvest surveys for several other states.

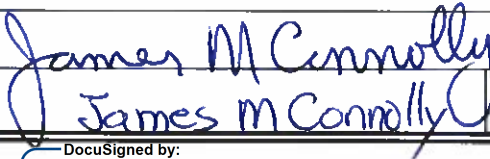

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The survey cost is based on surveys for very similar objectives, conducted for agencies in other states. The cost is also similar to other recent scientific public surveys conducted by the Department.

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

The Department typically uses a competitive process to identify vendors to conduct scientific public surveys. However, this survey is time sensitive, and going through the RFP process would not allow us to complete the survey within a reasonable timeframe after the spring 2020 wild turkey hunting season. Delaying the survey would affect data quality and reduce our ability to make informed turkey management decisions for upcoming hunting seasons. We will continue to use a competitive process to procure scientific public surveys during normal times.

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>		
		Dir Bur Res Mngt	
Printed Name:	James M Connolly	Date:	6/18/2020
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>41C2BA36FAF44CD...</small> Kathy Paquette	Date:	6/22/2020

