

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:		Department of Inland Fisheries and Wildlife, Bureau of Resource Management, Wildlife Division	
Department Contract Administrator or Grant Coordinator:		Amanda Cross	
(If applicable) Department Reference #:		20210607000000003622	
Amount: (Contract/Amendment/Grant)	\$ 26,000	Advantage CT / RQS #:	
CONTRACT	Proposed Start Date:	5/1/2021	Proposed End Date: 09/30/2021
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:		Maine Coast Heritage Trust, Topsham, Maine	
Brief Description of Goods/Services/Grant:		CoastWise Project Implementation	

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	X	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.

About 90% of Maine's 887 tidal road crossings restrict the ebb and flow of the tides, which impairs the processes necessary for supporting the health and resilience of tidal wetlands. Degraded resilience to sea level rise can directly influence fish and wildlife populations, including 23 Species of Greatest Conservation Need such as the saltmarsh sparrow. Reversing this trend requires a process for replacing restrictive tidal road crossings that systematically integrates design elements tied to public safety, cost-effectiveness, ecological support, and climate resilience. Practices for planning, designing, and building tidal road crossings reflecting these needs has

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PART III: SUPPLEMENTAL INFORMATION

remained lacking until the recent development of the CoastWise Approach, which was developed by Maine Coastal Program (MCP) with support from diverse partners including MDIFW and Maine Coast Heritage Trust. CoastWise is a voluntary, standardized (yet adaptive) set of practices that are useful to both road owners and habitat restoration practitioners.

In support of CoastWise, MCP and partners also developed the Tidal Restriction Atlas based on desktop analyses and field data, where available, to raise awareness of tidal restrictions and the impacts of sea level rise, encourage community action, and provide data that will inform tidal restriction assessments and project prioritization. With the CoastWise Manual nearing completion, the next phase of this innovative project will focus on outreach planning, the development and delivery of outreach materials, and preparations for the collection and analysis of on-site data from tidal road crossings that will inform priorities and sequencing of projects.

MDIFW does not have the staff capacity to assist in the execution of these key tasks, which are being led by Maine Coastal Program and Maine Coast Heritage Trust. The short duration of the contract period requires rapid engagement of an organization well-familiar with the development and aims of CoastWise and also skilled in planning and deploying resources necessary for successful outreach campaigns and statewide field activities.

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

In order to successfully initiate the outreach and data collection phase by the end of the grant period, we require a project partner already familiar with the development and aims of CoastWise and also skilled in planning and deploying resources necessary for successful outreach campaigns and statewide field activities.

Maine Coast Heritage Trust (MCHT) is immediately available to fill this role. As a member of the CoastWise Steering Committee, MCHT is a key partner with extensive experience in the development of tidal crossing best practices and outreach needs, in addition to familiarity with data requirements essential to improving the statewide tidal restriction database. Furthermore, the vendor will waive a portion (\$2,000) of their customary indirect costs, which can be applied to match.

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

The negotiated cost (\$26,000) reflects approximately 7 weeks of MCHT's staff time needed to complete this project, plus project costs related to development of training materials. MCHT has agreed to waive their 25% charge (valued at \$2,000) for indirect costs that correspond to the portion of the grant award for staff time.

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

The Outreach/Data Collection Phase of CoastWise will be completed during this contract period.

PART IV: APPROVALS

Signature of requesting

By signing below, I signify that I approve of this procurement request.

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Department's Commissioner (or designee):	<i>Nathan Webb</i>		
Printed Name:	<i>Nathan Webb</i>	Date:	<i>5/4/2021</i>
Signature of DAFS Procurement Official:	DocuSigned by: <i>Debbie Jacques</i>		
Printed Name:	<small>1DFA565D481F42E...</small> Debbie Jacques	Date:	6/8/2021

