



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.

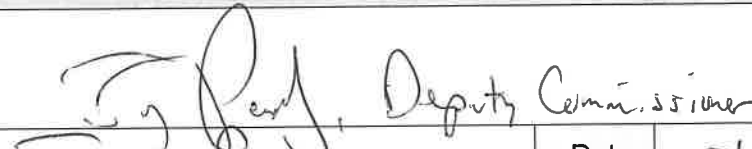
PART I: OVERVIEW
Table with fields: Department Office/Division/Program: MDIFW – Wildlife Management; Department Contract Administrator or Grant Coordinator: Bethany Atkins; (If applicable) Department Reference #: G. R. Timber Holdings surveys for Woodland and Washburn parcels; Amount: \$ 49,800.00; Advantage CT / RQS #: 20220303000000001998; CONTRACT Proposed Start Date: 5/23/2022 Proposed End Date: 9/2/2022; 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: Boynton & Pickett, LLC; Skowhegan ME; Brief Description of Goods/Services/Grant: To provide the Department with a boundary survey of lands in Woodland and Washburn owned by G.R. Timber Holdings

PART II: JUSTIFICATION FOR VENDOR SELECTION
Check the box below for the justification(s) that applies to this request. (Check all that apply.)
Table with columns: Justification type (A-L) and checkbox.
A. Competitive Process [ ]
B. Amendment [ ]
C. Single Source/Unique Vendor [x]
D. Proprietary/Copyright/Patents [ ]
E. Emergency [ ]
F. University Cooperative Project [ ]
G. Grant [ ]
H. State Statute/Agency Directed [ ]
I. Federal Agency Directed [ ]
J. Willing and Qualified [ ]
K. Client Choice [ ]
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.	<p>A boundary survey of the GR Timber Holdings lands in Washburn and Woodland is required in order to confirm the exact lands to be acquired by the Department. The survey is also a requirement for grant funding of the acquisition.</p>
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	<p>These parcels are complicated survey projects. Boynton and Pickett has previously completed research and field work on these parcels enabling them to complete the project quickly within the needed timeframe as well as cost effectively. Another vendor would require significantly more time as well as expense to recreate the work and research already in hand by this Provider.</p>
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	<p>This contract amount is consistent on an acre-by-acre scale with survey costs paid by MDIFW for other parcels recently.</p>
4. Describe the plan for future competition for the goods or services.	<p>The Department will continue to solicit bids from at least three providers when possible, or solicit RFPs, and select the lowest bid where the provider can complete the work within a reasonable period of time.</p>

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).	
<input checked="" type="checkbox"/> 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):	 Deputy Commissioner		
Typed Name:	Timothy Peabody	Date:	5/31/2022

<b>Signature of DAFS Procurement Official:</b>	DocuSigned by: <i>Debbie Jacques</i>		
<b>Typed Name:</b>	1DFA565D481F42E... Debbie Jacques	<b>Date:</b>	6/2/2022