



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:		Dept. of Agriculture, Conservation, & Forestry	
Department Contract Administrator or Grant Coordinator:		Tim Post, Regional Manager	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$13,500.00	Advantage CT / RQS #:	20220519*2963
CONTRACT	Proposed Start Date:	7/1/2022	Proposed End Date: 6/30/2025
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:		USDA-APHIS 79 Leighton Rd., Suite 12, Augusta, ME 04330	
Brief Description of Goods/Services/Grant:		Removal and relocation of beavers from Western Region Public Lands	

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.

Washouts from beavers damming culverts on Public Lands cost thousands of dollars annually. The beavers must be removed so control devices can be installed to avoid damage and siltation of streams.

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

An agency must be approved by the Dept. of Inland Fisheries and Wildlife to remove beavers, a protected species under Maine law. The contractor is a Federal agency with authority to perform such work in Maine.

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

Cost was determined by contractor based on rates they charge other clients.

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

We have had staff in the past who have been approved to remove beavers. If a staff person was willing to take the trapping course and hold a license, we would provide the cost of that training. They could do several areas, depending on location. But we will always need coverage for more remote locations which are not economical for our staff to travel to.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

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):	DocuSigned by: <i>Amanda E. Beal</i>		
Typed Name:	20AF3A2882BB4AA...	Date:	5/27/2022
Signature of DAFS Procurement Official:	DocuSigned by: <i>Debbie Jacques</i>		
Typed Name:	1DFA565D481F42E... Debbie Jacques	Date:	6/2/2022