



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:		Department of Agriculture, Conservation and Forestry/Maine Geological Survey	
Department Contract Administrator or Grant Coordinator:		Lindsay Theis	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 12,000	Advantage CT / RQS #:	CT 01A 20230602*3498
CONTRACT	Proposed Start Date:	7/1/2023	Proposed End Date: 5/31/2024
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:		Patricia Millette PO Box 625 West Farmington, ME 04992-0625	
Brief Description of Goods/Services/Grant:		Geologic Mapping for the STATEMAP 2023 Project	

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.

A contract geologist is needed for the Maine Geological Survey (MGS) to fulfill its obligation under the U.S. Geological Survey's STATEMAP program to provide a surficial geologic map for a portion of central Maine by May 2024. This contract covers necessary surficial geologic mapping in the Farmington Falls quadrangle, central Maine. While the MGS has the staff and facilities to compile geologic information, it does not have a sufficient in-house workforce to complete the necessary detailed field mapping for this project in the time required.

Geologic mapping is a statutory responsibility of the Maine Geological Survey (Title 12, Chap. 201-A). Surficial geology mapping is essential to the mission of the MGS to provide quality natural resources information for the people of Maine. Through a Geologic Mapping Advisory Committee consisting of state agency, federal agency, university, and private sector users of geologic maps, the Maine Geological Survey has established priorities for geologic mapping and a timetable for completing geologic maps, including this essential mapping task. This project falls within the priorities and timetable.

In our competitive proposal to the USGS STATEMAP program, we named qualified geologists to work on this project and their qualifications were a large factor in determining the award of federal funds.

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

This contract is funded entirely by money provided to the Maine Geological Survey by the National Cooperative Geologic Mapping Program, administered by the U.S. Geological Survey STATEMAP Program, to support a technical project. This is a competitive program to which each state may submit one proposal each year. Maine's proposals have been among the most competitive partly because we are able to identify highly qualified field mappers to complete the work directly in the proposal.

The work requires special knowledge of glacial and post-glacial history in central Maine. Dr. Millette has spent many years mapping surficial geology in the Farmington, Maine region, often involving her students from Mount Blue High School in related projects that have been presented at conferences and field workshops. Dr. Millette is an expert in the geologic landscape of the area to be mapped and this project will serve to document and preserve her decades of geology research in the area.

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

The rate the Maine Geological Survey pays contract geologists has increased from \$1,000/wk to \$1,500/wk, the former having been the rate since 2004. A Physical Geologist at the Maine Geological Survey with similar responsibilities costs \$2,016/week, fully burdened. Thus, the contract rate is well below market value for these types of geological services.

PART III: SUPPLEMENTAL INFORMATION

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

The Maine Geological Survey continues to work with earth science educators and academic institutions to train more students to investigate and compile geologic maps. We are working with a small pool of capable geologists well in advance of project needs to ascertain their availability for various map development tasks.

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):	<i>Amanda E. Beal</i>		
Typed Name:	Amanda E. Beal, Commissioner	Date:	6/16/2023
Signature of DAFS Procurement Official:	DocuSigned by: <i>Martha Verhille</i> <small>891CE7A1493D45B...</small>		
Typed Name:	Martha verhille	Date:	6/23/2023