



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:		Inland Fisheries and Wildlife			
Department Contract Administrator or Grant Coordinator:		Todd D Langevin			
(If applicable) Department Reference #:		BRM Fisheries & Hatcheries Division			
Amount: (Contract/Amendment/Grant)		\$14,600.00	Advantage CT / RQS #:	09A-20230616000000003714	
CONTRACT	Proposed Start Date:	7/1/2023	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:		Chris Pray – VC1000016282 78 Ratchet Road Pierce Pond Twp., ME 04961			
Brief Description of Goods/Services/Grant:		Assist the Department in the cultivation of fish at our Dead River Hatchery			

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.

In 2011, the Legislature requested that the Department increase its fish production and stocking program; and provided additional funding to do so. The Department has been following this direction ever since. This project is scheduled to continue indefinitely, for as long as all participating parties are willing and the operating budget allows. The fish currently in production at the Dead River Hatchery need to be attended to on a daily basis to be fed, cleaned and protected from predators. Delay in the contracting process could jeopardize the Department's ability to follow the direction from Legislature

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

. There are no other known facilities available for this type of low-cost venture where part of the facility operation cost is shared by Poland Spring/Nestle Waters. The Department does not have room at its current facilities to handle the increase in fish production

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

The use of the private facility is being provided to the Department free of cost. Additionally, the Department is able to contract with an on-site employee for a nominal daily fee.

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

The Department will look for alternatives when a free site is no longer being offered; or daily services are no longer offered at such a nominal fee.

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:
Judith A Camuso
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Procurement Justification Form (PJF)

Typed Name:	Judith A Camuso	Date:	6/21/2023
Signature of DAFS Procurement Official:	DocuSigned by: <i>Martha Verhille</i> 891CE7A1493D45B...		
Typed Name:	Martha verhille	Date:	6/29/2023