



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$10,000 submitted to the Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Marine Resources – BMS/Marine Mammal Research/Modeling Program	
Department Contract Administrator or Grant Coordinator:		Julia Stepanuk	
(If applicable) Department Reference #:		N/A	
Agency Department Code:	13A	Advantage CT / RQS #:	20240628000000003830
Amount: (Contract/Amendment/Grant)		\$ 151,769.86	
CONTRACT	Proposed/Original Start Date:	7/1/2024	Proposed/Most Recent End Date: 9/30/2026
AMENDMENT	New Effective Date:	6/8/2026	New End Date (if Applicable): 6/30/2027
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Bigelow Lab for Ocean Science East Boothbay, ME	
Brief Description of Goods/Services/Grant:		Addition of position to conduct quantitative analyses for DMR. Includes 4 training sessions for DMR staff in quantitative analysis and coding.	

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
☐	A. Competitive Process	☐	G. Grant
☒	B. Amendment	☐	H. State Statute/Agency Directed
☒	C. Single Source/Unique Vendor	☐	I. Federal Agency Directed
☐	D. Proprietary/Copyright/Patents	☐	J. Willing and Qualified
☐	E. Emergency	☐	K. Client Choice

☐	F. Higher Education Cooperative Project	☐	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.	This contract will amend “The Bigelow-DMR Data and Modeling Collaborative” housed within the Tandy Center for Ocean Forecasting at Bigelow Laboratory to: -Develop a real-time risk mapping tool to indicate the likelihood of right whale presence in the Gulf of Maine to directly support monitoring and response efforts from Maine DMR staff. The development, testing, and building of this tool will be conducted by a postdoctoral researcher. -Conduct a set of four training sessions for Maine DMR staff within the Division of Marine Mammal Research to learn coding, data analysis, and modeling skills from the trained staff at the Tandy Center.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.	The selected vendor is an established expert in oceanographic modeling and forecasting, with a specific focus on applied systems (e.g., forecasting harmful algal blooms, right whale prey density), including multiple scientific publications directly applicable to the work that DMR is conducting across the Division of Marine Mammal Research programs. The existing contract includes the development of products that support the assessment of North Atlantic right whale entanglement risk, primarily focused on the integration of prey and oceanographic drivers of right whale habitat use, in addition to data collection and processing for prey that is ongoing by the Tandy Center. To build on the work conducted in the existing contract, the postdoctoral researcher will build a product with a focus on near-real time processing of complex data layers. Their skills include a PhD in ocean sciences or a related field, experience processing and analyzing wildlife datasets, with a focus on marine line transect surveys, experience integrating diverse ecosystem and oceanographic data into quantitative models, and a history of peer-reviewed publications.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	The negotiated costs are in congruence with the initial contract and reflect existing rates for personnel time, which has been increased at the request of DMR to accommodate additions to the Scope of Work.
4. Describe the plan for future competition for the goods or services.	This amendment is providing additional support for the implementation of additional habitat sampling. Funding beyond this will be allocated based on availability of funds to DMR and progress on the project priorities and deliverables.

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

Does this request utilize ARPA/MJRP funds?

☐ Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).☐ Yes, ARPA funds (025) or (026) – If Yes, please be aware of the requirements from awarding federal agencies.☒ No – If No, proceed to Part V.**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE***Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).*☒ The requesting department's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.**PART VI: APPROVALS**

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

Signature of requesting
Department's Commissioner
(or designee):*Meredith Mendelson*[Meredith Mendelson \(Jun 12, 2026 16:20:48 EDT\)](#)

Typed Name:

Meredith Mendelson, Deputy
Commissioner

Date:

06/12/2026

2. Additional signature required **ONLY if box E (Emergency) is selected in PART II**. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.Signature of requesting
Department's Commissioner
(or designee):

Typed Name:

Date:

****OSPS Section Only****Signature of DAFS
Procurement Official:

Signed by:

Sterling Doiron

4C537C52B586437...

Typed Name:

Sterling Doiron

Date:

6/26/2026

PJF CT 13A 20240628-3830 Amendment 5-19-26

Final Audit Report

2026-06-12

Created:	2026-06-12
By:	Mickenzy Breton (mickenzy.breton@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAFc43ooRuAvJL40uwcTisy5Qa-NDgQJrZ

"PJF CT 13A 20240628-3830 Amendment 5-19-26" History

-  Document created by Mickenzy Breton (mickenzy.breton@maine.gov)
2026-06-12 - 8:18:45 PM GMT
-  Document emailed to Meredith Mendelson (meredith.mendelson@maine.gov) for signature
2026-06-12 - 8:18:50 PM GMT
-  Email viewed by Meredith Mendelson (meredith.mendelson@maine.gov)
2026-06-12 - 8:20:08 PM GMT
-  Document e-signed by Meredith Mendelson (meredith.mendelson@maine.gov)
Signature Date: 2026-06-12 - 8:20:48 PM GMT - Time Source: server - Signature Appearance Selected: TYPE
-  Agreement completed.
2026-06-12 - 8:20:48 PM GMT

Certificate Of Completion

Envelope Id: A9105F1E-EE26-8133-834A-C11009C53612		Status: Completed
Subject: Complete with Docusign: PJF CT 13A 20240628-3830 Amendment 5-19-26 - signed.pdf		
Source Envelope:		
Document Pages: 4	Signatures: 1	Envelope Originator:
Certificate Pages: 1	Initials: 0	Sterling Doiron
AutoNav: Disabled		77 State House Station
Envelopeld Stamping: Disabled		111 Sewall Street
Time Zone: (UTC-05:00) Eastern Time (US & Canada)		Augusta, ME 04333
		Sterling.Doiron@maine.gov
		IP Address: 71.169.188.88

Record Tracking

Status: Original	Holder: Sterling Doiron	Location: DocuSign
6/26/2026 10:41:34 AM	Sterling.Doiron@maine.gov	

Signer Events

Sterling Doiron
Sterling.Doiron@maine.gov
Sterling Doiron
Security Level: Email, Account Authentication (None)

Signature

Signed by:
Sterling Doiron
4C537C52B586437...

Signature Adoption: Pre-selected Style
Using IP Address: 71.169.188.88

Timestamp

Sent: 6/26/2026 10:41:42 AM
Viewed: 6/26/2026 10:41:47 AM
Signed: 6/26/2026 10:42:15 AM
Freeform Signing

Electronic Record and Signature Disclosure:
Not Offered via Docusign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	6/26/2026 10:41:42 AM
Certified Delivered	Security Checked	6/26/2026 10:41:47 AM
Signing Complete	Security Checked	6/26/2026 10:42:15 AM
Completed	Security Checked	6/26/2026 10:42:15 AM

Payment Events

Status

Timestamps