



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:		Marine Resources, Bureau of Sea Run Fisheries and Habitat		
Department Contract Administrator or Grant Coordinator:		Sean Ledwin/HQ-Finance		
(If applicable) Department Reference #:		N/A		
Amount: (Contract/Amendment/Grant)		\$ 850,000	Advantage <u>CT</u> / RQS #:	13A 2024070200000000019
CONTRACT	Proposed Start Date:	7/1/2024	Proposed End Date:	12/31/2026
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:		Maine Rivers, Yarmouth, Maine		
Brief Description of Goods/Services/Grant:		Project Management for Fish Restoration in Central Interior Bioregion		

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.	<p>Maine Rivers has been working with landowners and other partners on a number of sensitive, high priority restoration projects in Central Maine. Specifically, Maine Rivers will conduct topographic surveys and fish passage designs with a qualified engineer at fish passage barriers in consultation with DMR. DMR will choose a site or sites for fish passage improvement, upon which Maine Rivers will assemble materials for and submit permit and bid packages for those sites.</p>
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	<p>Maine Rivers has conducted projects in Central Maine and already has landowner agreements with prospective restoration site landowners. Maine Rivers has extensive expertise in executing infrastructure improvements and stream restoration activities within this valuable resource area. Maine Rivers has existing funding from other sources to partially implement these projects. They are the appropriate and only entity that can conduct this work.</p>
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	<p>DMR is providing only partial funding for this effort as Maine Rivers has secured or has pending requests for additional funds to complete projects. Maine Rivers has agreements with qualified engineers who can complete the project within the agreed upon timeframe and has a proven track record of project completion. Maine Rivers has an extensive track record of implementing projects in a cost effective and efficient manner in partnership with DMR.</p>
4. Describe the plan for future competition for the goods or services.	<p>N/A</p>

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input checked="" type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).	
<input checked="" type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.	
<input type="checkbox"/> 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 signatory understands and acknowledges Maine's Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	 Meredith Mendelson (Jul 2, 2024 18:42 EDT)		
Typed Name:	Meredith Mendelson, Deputy Commissioner	Date:	7/2/24
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>  <small>2939B66E4826465...</small>		
Typed Name:	Michelle Fournier	Date:	7/29/2024


PJF- CT 13A 20240702-0019

Final Audit Report

2024-07-02

Created:	2024-07-02
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-  Document created by Amanda Webb (amanda.webb@maine.gov)
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