



## PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 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/Ecology & the Environment/Maine Coastal Mapping Initiative		
Department Contract Administrator or Grant Coordinator:	Jesse Minor/HQ Finance		
(If applicable) Department Reference #:	N/A		
Amount: (Contract/Amendment/Grant)	\$6,750	Advantage CT / RQS #:	13A 20250624000000001985
CONTRACT	Proposed Start Date:	5/7/2025	Proposed End Date: 9/30/2025
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:	Fabrication & Repairs Alay's Welding Services LLC, Waldoboro, ME		
Brief Description of Goods/Services/Grant:	Welding for existing sonar mounting pole affixed to F/V Titan to accept new sonar transducer head.		

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.

The existing sonar mounting pole fabricated for the 2024 offshore Gulf of Maine survey was created for a different sonar system (Kongsberg EM2040P), which has a different bolt pattern to mount the transducer head than the system that MCMI has purchased and will shortly receive (Kongsberg EM2042). Thus, the bottom of the pole flange needs to be altered to fit the new bolt pattern so the new sonar can be mounted. We also need to have the pole modified to raise the hydraulic ram height so that the sonar transducer head can be lifted farther out of the water to reduce chance of damage in transit and limit corrosion when at port.

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

This vendor is a trusted high-quality craftsman welder who works with the commercial fishing community and comes highly recommended by the captain of the Titan and others. Ever Alay works with the materials (stainless steel, aluminum) that our pole is fashioned from. He can perform this work in the timeframe we need so we can also schedule our contracted vessel laser scan and then launch the survey boat.

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

The vendor is the only one available to perform work of this nature.

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

If future welding and fabrication services are needed, we will solicit quotes from more coastal Maine-based vendors for comparison.

**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) – 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 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):			
Typed Name:	Erin Summers, Acting Director	Date:	25/06/2025
Signature of DAFS Procurement Official:	Signed by: <b>Sterling Doiron</b> <small>4C537C52B586437...</small>		
Typed Name:	sterling doiron	Date:	7/15/2025

# PJF RQS 13A 20250624-1985

Final Audit Report

2025-06-25

Created:	2025-06-24
By:	Mickenzy Breton (mickenzy.breton@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAakuL_4_XRtwp8osc7YayQ_N9oXXSeG1q_

## "PJF RQS 13A 20250624-1985" History

-  Document created by Mickenzy Breton (mickenzy.breton@maine.gov)  
2025-06-24 - 8:15:54 PM GMT
-  Document emailed to Erin Summers (erin.l.summers@maine.gov) for signature  
2025-06-24 - 8:15:58 PM GMT
-  Email viewed by Erin Summers (erin.l.summers@maine.gov)  
2025-06-25 - 1:15:35 PM GMT
-  Document e-signed by Erin Summers (erin.l.summers@maine.gov)  
Signature Date: 2025-06-25 - 1:16:12 PM GMT - Time Source: server
-  Agreement completed.  
2025-06-25 - 1:16:12 PM GMT

## Certificate Of Completion

Envelope Id: E980F53F-F7AF-4E07-BF38-D83B75FFE3B8	Status: Completed
Subject: Complete with Docusign: PJF RQS 13A 20250624-1985 - signed.pdf	
Source Envelope:	
Document Pages: 4	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Disabled	Envelope Originator:
Enveloped Stamping: Disabled	Sterling Doiron
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	77 State House Station
	111 Sewall Street
	Augusta, ME 04333
	Sterling.Doiron@maine.gov
	IP Address: 198.182.163.121

## Record Tracking

Status: Original 07/15/2025   08:01	Holder: Sterling Doiron Sterling.Doiron@maine.gov	Location: DocuSign
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## Signer Events

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

## Signature

Signed by:  
**Sterling Doiron**  
4C537C52B586437...

Signature Adoption: Pre-selected Style  
Using IP Address: 198.182.163.121

## Timestamp

Sent: 07/15/2025 | 08:01  
Viewed: 07/15/2025 | 08:01  
Signed: 07/15/2025 | 08:02  
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	07/15/2025   08:01
Certified Delivered	Security Checked	07/15/2025   08:01
Signing Complete	Security Checked	07/15/2025   08:02
Completed	Security Checked	07/15/2025   08:02

## Payment Events

## Status

## Timestamps