



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/ HQ-Finance			
(If applicable) Department Reference #:	NA			
Agency Department Code:	13A	Advantage CT / RQS # :	2024062800000003830	
Amount: (Contract/Amendment/Grant)	\$14350			
CONTRACT	Proposed/Original Start Date:	7/1/2024	Proposed/Most Recent End Date:	9/30/2026
AMENDMENT	New Effective Date:	7/1/2025	New End Date (if Applicable):	
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:		Hire staff to conduct data analysis, modeling, and forecasting work needed by DMR to inform research and policy related to the management of the lobster fishery and North Atlantic right whales. Support DMR survey operations.		

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 checked="" type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input 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. Higher Education 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.

This contract, which creates a partnership called “The Bigelow-DMR Data and Modeling Collaborative” housed within the Tandy Center for Ocean Forecasting at Bigelow Laboratory continues to:

- Developing nearshore models of North Atlantic right whales in the Gulf of Maine using available data sources, including but not limited to opportunistic sightings, passive acoustic detections, line transect data, and calanus distribution. This will be combined with fishing effort data to identify areas of overlap between right whales and the lobster fishery.
- Develop analyses and models that can use fine scale processes to forecast areas of right whale habitat use to inform monitoring efforts.

This amendment includes a new scope of work for the Tandy Center to provide staff members for DMR vessel surveys on an as-needed basis. Surveys operate monthly, with the objective of obtaining line transect distance sampling data on marine mammals and marine fauna.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number and the date of award notification, if applicable.

The selected vendor is an established expert in the field of data science and forecasting specifically in regard to North Atlantic right whales and their habitat use in the Gulf of Maine, including the development of multiple scientific publications directly applicable to the work that DMR. The existing contract includes the development of spatial right whale prey layers that will be used in the modeling work that results from DMR-led vessel surveys. To build on the work conducted in the existing contract, the staff in the Tandy Center for Ocean Forecasting have experience on marine research vessels including experience conducting the research required for DMR vessel surveys. Their skills include zooplankton field research, marine species identification, operation under federal marine mammal permits, and knowledge of line transect distance sampling survey operations.

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.

PART III: SUPPLEMENTAL INFORMATION

This amendment is providing additional support for the provision of observers for the Survey Program to the scope of work. 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) – 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 signature below indicates approval of this procurement request.

Signature of requesting Department’s Commissioner (or designee):	
--	--

Typed Name:	Erin Summers Acting Director	Date:	Jul 18, 2025
-------------	------------------------------	-------	--------------

PART VII: EMERGENCY – Required only if selecting E. Emergency Justification

The signature below indicates approval by the Commissioner or designee of this procurement request.

Signature of requesting Department’s Commissioner (or designee):			
--	--	--	--

Typed Name:		Date:	
-------------	--	-------	--

Signature of DAFS Procurement Official:	DocuSigned by: <i>Martha Verhille</i> 891CE7A1493D45B...		
Typed Name:	Martha verhille	Date:	7/31/2025

PJF CT 13A 20240628-3830 Amendment 6-25-2025

Final Audit Report

2025-07-18

Created:	2025-07-17
By:	Philip Cornelison (Philip.Cornelison@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAApbo2tmZ5fW3YsU4Qo46XMAqyX0-YtZD2

"PJF CT 13A 20240628-3830 Amendment 6-25-2025" History

-  Document created by Philip Cornelison (Philip.Cornelison@maine.gov)
2025-07-17 - 8:08:02 PM GMT
-  Document emailed to Erin Summers (erin.l.summers@maine.gov) for signature
2025-07-17 - 8:08:41 PM GMT
-  Email viewed by Erin Summers (erin.l.summers@maine.gov)
2025-07-18 - 8:14:37 PM GMT
-  Document e-signed by Erin Summers (erin.l.summers@maine.gov)
Signature Date: 2025-07-18 - 8:15:10 PM GMT - Time Source: server
-  Agreement completed.
2025-07-18 - 8:15:10 PM GMT