

## State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:		MEDMR/BMS/MENH Inshore Trawl Survey		
Department Contract Administrator or Grant Coordinator:		Rebecca Peters		
(If applicable) Department Reference #:				
Amount (Contract/Amendment/Grant):	\$5,180.00	Advantage RQS-13A-20200723000000000084		
CONTRACT	Proposed Start Date:	5/15/2020	Proposed End Date:	12/31/2020
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:		Allied Tech Rancho Dominguez, CA 90220		
Brief Description of Goods/Services/Grant:		TechCut4 Precision Low Speed Saw needed for the processing of otolith collected on the MENH Inshore Trawl Survey.		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)			
	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION
Please respond to ALL of the following:
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

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### PART III: SUPPLEMENTAL INFORMATION

The MENH inshore Trawl Survey is a fishery-independent survey that provides data on abundance and distribution of commercially and recreationally important marine resources to the State of Maine. Biological sampling of select species while on the survey, including the extraction of otoliths are an integral part of the data collected to inform species management in the Gulf of Maine. In order to process and section these otoliths, a low speed precision saw is required. This is the only way to read the ages of the individual fish and in turn create age-length keys that are important to the management of the species. Currently there is a significant back-log of unprocessed otoliths dating back to 2004. The addition of this saw will help us move through these more quickly. Once the backlog is completed in a few years, we will be able to continue our routine otolith sampling and undertake other ageing studies to contribute to stock assessments of the Gulf of Maine fisheries.

**2. Provide a brief justification for the selected vendor to supplement the response in Part II.**

This vendor is selected due to the discounts provided on the price of the saw. Current employees are trained in using this specific model from ALLIED Tech and will be able to train new employees.

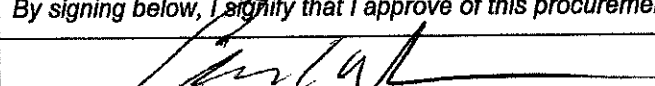
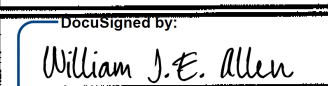
**3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.**

The cost for the saw is discounted because of a standing relationship with the company.

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

In the future we would again contact more vendors to see if a comparable saw was within budget.

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	By signing below, I signify that I approve of this procurement request.		
			
<b>Printed Name:</b>	CARL WILSON	<b>Date:</b>	7.14.2020
<b>Signature of DAFS Procurement Official:</b>	DocuSigned by: 		
<b>Printed Name:</b>	2D5B6E39F57E44A... William J.E. Allen	<b>Date:</b>	8/7/2020

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