



## 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/Division of Marine Mammal Research/Survey Program			
Department Contract Administrator or Grant Coordinator:	Sarah Leiter			
(If applicable) Department Reference #:	N/A			
Amount: (Contract/Amendment/Grant)	\$ 6689.95	Advantage CT / <u>RQS</u> #:	13A	20240716000000000084
<b>CONTRACT</b>	Proposed Start Date:	<b>7/15/2024</b>	Proposed End Date:	10/31/2024
<b>AMENDMENT</b>	Original Start Date:		Effective Date:	
	Previous End Date:		New End Date:	
<b>GRANT</b>	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		B&H Photo, 429 <sup>th</sup> Ave. at 34 <sup>th</sup> St. New York City, NY		
Brief Description of Goods/Services/Grant:		Specialty equipment: Fujinon 25x150 MT-SX Binoculars		

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 Division of Marine Mammal Research Survey Program requires this specific model of high-powered binoculars (Fujinon 25x150 MT-SX Binoculars) for vessel-based surveys for marine mammals. This model is identical to the equipment provided by our Contractor, which is necessary for standardized data collection procedures. This model possesses the specifications required for obtaining accurate reticle-based range measurements and ensure that identical visual operations can occur from both sides of the vessel.

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

B&H Photo is the single source / unique vendor that can provide this equipment, as no other vendor provides this specific model of high-powered Fujinon binoculars.

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

The negotiated cost is fair and reasonable based on the quoted tax-free amount for this equipment from the B&H Photo website:

[Fujinon 25x150 MT-SX Binoculars \(without Mount\) 16330196 B&H \(bhphotovideo.com\)](https://www.bhphotovideo.com/is/category/Fujinon-25x150-MT-SX-Binoculars-without-Mount-16330196)

Shipping is included in this cost.

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

If a second pair of these binoculars are needed for future survey work, B&H Photo will remain the single source / unique vendor for supplying this equipment.

### 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: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting  
Department's Commissioner  
(or designee):

*Carl Wilson*

[Carl Wilson \(Jul 17, 2024 09:01 EDT\)](#)

Typed Name:

Carl Wilson, Director

Date:

07/17/24

Signature of DAFS Procurement Official:	DocuSigned by: <i>Sherri Brooker</i> BE7E88805EFD419...		
Typed Name:	Sherri Brooker	Date:	8/6/2024

# PJF RQS 13A 20240716-0084

Final Audit Report

2024-07-17

Created:	2024-07-17
By:	Mickenzy Breton (mickenzy.breton@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAteOYkrRGCmoAxkLN3X1ub0MSEXRugBGQ

## "PJF RQS 13A 20240716-0084" History

-  Document created by Mickenzy Breton (mickenzy.breton@maine.gov)  
2024-07-17 - 12:43:18 PM GMT
-  Document emailed to Carl Wilson (carl.wilson@maine.gov) for signature  
2024-07-17 - 12:43:22 PM GMT
-  Email viewed by Carl Wilson (carl.wilson@maine.gov)  
2024-07-17 - 1:00:49 PM GMT
-  Document e-signed by Carl Wilson (carl.wilson@maine.gov)  
Signature Date: 2024-07-17 - 1:01:09 PM GMT - Time Source: server
-  Agreement completed.  
2024-07-17 - 1:01:09 PM GMT