



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
OFFICE OF STATE PROCUREMENT SERVICES
STATE OF MAINE

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:		Department of Marine Resources/Marine Mammal/Maine Innovative Gear Library (MIGL)	
Department Contract Administrator or Grant Coordinator:		Briony Donahue/HQ-Finance	
(If applicable) Department Reference #:		N/A	
Agency Department Code:	13A	Advantage CT / RQS # :	20240509000000003177
Amount: (Contract/Amendment/Grant)	\$ 950,000		
CONTRACT	Proposed/Original Start Date:	5/17/2025	Proposed/Most Recent End Date: 5/16/2026
AMENDMENT	New Effective Date:	8/4/2025	New End Date (if Applicable):
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		VC1000034248/Gulf of Maine Lobster Foundation (GOMLF)/Kennebunk, ME	
Brief Description of Goods/Services/Grant:		Administer MIGL participant payments	

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.

The purpose of this contract is to administer payments for the Maine Innovative Gear Library (MIGL) to participating industry members. The MIGL will be working with lobster and gillnet participants to test on-demand and innovative fishing gear aimed to reduce vertical lines in the water column. The Gulf of Maine Lobster Foundation (GOMLF) is partnered with DMR as part of the NFWF award along with 6 other Maine organizations who work directly with the fishing community. This has the potential to reduce risk to protected species such as the endangered North Atlantic Right Whale. The data collected as part of this work is essential to inform management of the viability and best practices of these gear in different parts of the coast of Maine. GOMLF is best suited to provide compensation to participating fishermen involved in gear testing.

This amendment adds additional funding from OMNI into the contract.

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 Maine Innovative Gear Library is a program that seeks to work directly with fixed gear fishermen in Maine to test on-demand and innovative gear in diverse communities along the coast. GOMLF is a partner in the Maine Innovative Gear Library Community and Engagement Outreach program funded through a grant with NFWF. GOMLF has been a reputable source for collaborative research and has a history of working collaboratively to administer payments for vessel services. The fishing industry relies on daily or weekly payments while the State payment system is inefficient for these purposes. It is necessary that an outside organization rapidly administers vessel compensation to ensure a positive relationship with participants working to test gear with the MIGL. DMR has chosen to partner with GOMLF due to their low indirect cost, which would be notably through other organizations.

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

The GOMLF charges an indirect rate of 5%, which is less than other organizations working with the Maine Innovative Gear Library. GOMLF is also part of the Maine Innovative Gear Library outreach NFWF grant.

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

This project is essential to inform management of the successes and failures of novel on-demand and innovative gear aimed at reducing the number of vertical lines in the water column. Funding for this work is through the Consolidated Appropriations Act. Payments to participating fishermen will be adjusted if participation reaches max capacity.

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):*Carl Wilson*[Carl Wilson \(Aug 7, 2025 10:08:49 EDT\)](#)

Typed Name:

Carl Wilson, Commissioner

Date:

07/08/2025

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:

Signed by:

William J.E. Allen[2D5B6E39F57E44A...](#)

Typed Name:

William J.E. Allen

Date:

8/13/2025

PJF CT 13A 20240509-3177 Amendment 7-24-25

Final Audit Report

2025-08-07

Created:	2025-08-06
By:	Mickenzy Breton (mickenzy.breton@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAEPdHwRED6YQXI9nD2rLEzmNwSNCir6rN

"PJF CT 13A 20240509-3177 Amendment 7-24-25" History

-  Document created by Mickenzy Breton (mickenzy.breton@maine.gov)
2025-08-06 - 2:03:10 PM GMT
-  Document emailed to Carl Wilson (carl.wilson@maine.gov) for signature
2025-08-06 - 2:03:14 PM GMT
-  Email viewed by Carl Wilson (carl.wilson@maine.gov)
2025-08-07 - 2:07:58 PM GMT
-  Document e-signed by Carl Wilson (carl.wilson@maine.gov)
Signature Date: 2025-08-07 - 2:08:49 PM GMT - Time Source: server
-  Agreement completed.
2025-08-07 - 2:08:49 PM GMT