



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:		Marine Resources/Marine Mammal Research/Habitat Monitoring Program	
Department Contract Administrator or Grant Coordinator:		Amy Wyeth	
(If applicable) Department Reference #:		N/A	
Agency Department Code:	13A	Advantage CT / RQS #:	20260501000000001694
Amount: (Contract/Amendment/Grant)		\$ 77,428.50	
CONTRACT	Proposed/Original Start Date:	5/1/2026	Proposed/Most Recent End Date: 6/30/2026
AMENDMENT	New Effective Date:		New End Date (if Applicable):
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Sea-Bird Electronics, Inc., Bellevue, WA 98005	
Brief Description of Goods/Services/Grant:		Purchase a CTD and water sampler to collect oceanographic measurements and water samples	

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
☐	A. Competitive Process	☐	G. Grant
☐	B. Amendment	☐	H. State Statute/Agency Directed
☒	C. Single Source/Unique Vendor	☐	I. Federal Agency Directed
☐	D. Proprietary/Copyright/Patents	☐	J. Willing and Qualified
☐	E. Emergency	☐	K. Client Choice
☐	F. Higher Education Cooperative Project	☐	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.

We are purchasing a SeaBird 19v2 CTD (measures conductivity, temperature and depth) with additional sensors to record dissolved oxygen, pH, and chlorophyll/turbidity metrics. Additionally, we are purchasing an ECO v2 water sampler that comes with six, 4-liter sample bottles. Together this package allows us to record oceanographic metrics throughout the entire water column as well as collect up to six discrete water samples from specified depths that can be filtered for a wide range of oceanographic measurements. Included in this quote are the metal frame, cables, and all the requires mounts and connections to install the bottles and sensors. SeaBird CTDs are widely used in the field of oceanography and are an essential tool for our program. Detailed oceanographic measurements are needed in the Gulf of Maine as we develop measures to reduce risk for the critically endangered NARW in a region that both supports foraging for whales and the American Lobster fishery, the most valuable single-species fishery in the U.S.

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

SeaBird is the leading manufacturer in oceanographic water profilers. Their products are customizable, and they make it easy to add additional sensors, change the frame for heavier or lighter packages, and preprogram or manually trigger the closure of bottles. In the future, there is a straightforward path to upgrade our current system to be compatible with a conducting cable if we choose. Additionally, other labs both at DMR and collaborating institutions such as Bigelow and Darling Marine Center use the exact same system, allowing for direct data comparison and for borrowing sensors when ours are periodically sent back to the manufacturer for calibration.

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

The negotiated costs are fair and reasonable based on current market rates for equivalent technology. The CTD can either be pre-programmed to shut at specific depths or, with a conducting cable, can be triggered to close live. Additionally, the package is fully customizable, allowing you to only purchase the sensors you need. Given this flexibility, the CTD/water sampler is reasonably priced as it can be deployed from a range of vessels and oceanographic conditions.

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

Procuring the CTD is a one-time purchase. Should we need to update or replace the instrument in the future, we will continue to explore other source options.

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) or (026) – 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's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

PART VI: APPROVALS

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

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

Meredith Mendelson

[Meredith Mendelson \(May 1, 2026 14:59:18 EDT\)](#)

Typed Name:

Meredith Mendelson, Deputy
Commissioner

Date:

05/01/2026

2. Additional signature required **ONLY if box E (Emergency) is selected in PART II**. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.

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

Typed Name:

Date:

****OSPS Section Only****

Signature of DAFS
Procurement Official:

DocuSigned by:

Michael McNeil

[7008796FB36A449...](#)

Typed Name:

Michael McNeil

Date:

8/6/2026

NOI 0820260580 8/6-8/12

PJF RQS 13A 20260501-1694

Final Audit Report

2026-05-01

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