

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)	\$ 9,000	Advantage CT / RQS #:	20200917000000000982
CONTRACT	Proposed Start Date:	10/5/2020	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:	Christopher Bonzek, FEED Apps, LLC, 585 Blount Point Rd. Newport News, VA 23605		
Brief Description of Goods/Services/Grant:	Customization of software to collect data from the MENH Inshore Trawl survey electronically.		

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. Since the start of the survey data has been hand recorded. Even though every effort is taken to reduce errors, there are still errors that occur when hand recording data due to human error (illegible hand writing, mishearing numbers or names being called out, misplacement of data sheets, etc). To make data collection more reliable and reduce human errors as much as possible we are moving towards collecting data using electronic equipment such as tablets, electronic measuring boards, and a customized software to collect and store the data while out on the survey before uploading to our Oracle database. The customization of this software is needed to fit our unique needs for the survey. With the customization we will be able to easily move from collecting data on paper to collecting it electronically by having the application customized to collect data like we do currently, just electronically instead of by hand. Other state surveys that use the software have also customized the software for their specific needs making it easier to collect data. Also, the customization of this software will make it easier for the data to be uploaded to DMR's Oracle database. The fund for this is from a federal grant (trawl survey account 013-13A-3032-30-20TRAWL).

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

This vendor is the only vendor available to customize this software since the software is created by this vendor.

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

The fund for this is from a federal grant (trawl survey account 013-13A-3032-30-20TRAWL).

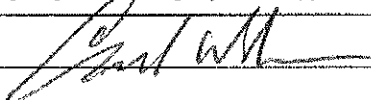
4. Describe the plan for future competition for the goods or services.

There is no other vendor that can provide these services.

PART IV: APPROVALS

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

By signing below, I signify that I approve of this procurement request.

 9.17.2020

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Carl J. Wilson, Director

Printed Name:	Maine Department of Marine Resources Bureau of Marine Science	Date:	9.17.2020
Signature of DAFS Procurement Official:	DocuSigned by: <i>Kathy Paquette</i>		
Printed Name:	<small>41C2BA36FAE44CD...</small> kathy Paquette	Date:	9/25/2020