

## 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:		Inland Fisheries and Wildlife/Wildlife Resource Assessment Section			
Department Contract Administrator or Grant Coordinator:		Dr. Craig McLaughlin, WRAS Supervisor Brenda Lord, Wildlife Secretary			
(If applicable) Department Reference #:		N/A			
Amount: (Contract/Amendment/Grant)	\$ 6,000.00	Advantage CT / RQS #:	CT-09A-20210824*0461		
CONTRACT	Proposed Start Date:	9/15/2021	Proposed End Date:	12/31/2021	
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:		Global Wildlife Resources 4453 Red Oak Land, PO Box 1025, Freeland, WA 98249			
Brief Description of Goods/Services/Grant:		Training in Wildlife Chemical Immobilization			

### 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
<b>X</b>	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.**

All wildlife biologists who handle Canada lynx that are incidentally trapped during furbearer trapping seasons must receive specialized training every three years, as federally required.

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

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### PART III: SUPPLEMENTAL INFORMATION

An RFP was done in 2017 (RFP#201703060) and Global Wildlife Resources was awarded the contract with the option of renewal in 2020, with an expected training date of June or July 2020. State of Maine responses to the COVID-19 pandemic included elimination of any in-person meetings including group training sessions, which has been the standard approach to delivering this training to IFW personnel. Global Wildlife Resources restructured its delivery of chemical immobilization training to allow for online delivery, and a contract extension was approved through March 31, 2021.

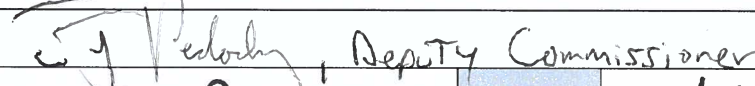
#### 3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The costs for this training involve Global Wildlife Resources' (GWR) review of Department protocols, planning course content, on-site preparation and delivery of training for up to 1.5 day workshop. The Department will benefit from the consistency in training that GWR has been delivering to IFW staff for the past 4 years, as the knowledge acquired from GWR's chemical immobilization training forms a baseline for the specialized training in assessing physical condition, potential injuries, handling (including transport) and release of Canada lynx in compliance with Maine's Incidental Take Plan under federal regulations. Global Wildlife Resources' provides wildlife-centric veterinary consultation at rates comparable to standard veterinary practices with unique knowledge and skill sets, ensuring the highest level of humane treatment for lynx. Travel and lodging expenses will be reimbursed at actual cost, and government per diem rates ensure fair and reasonable use of funds.

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

The next scheduled requirement for specialized training will occur in 2024. We will develop another RFP to provide an opportunity for the few companies that offer this training service to provide competitive bids.

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	<i>Timothy Perbody</i>	<b>Date:</b>	<i>9/1/2021</i>
<b>Signature of DAFS Procurement Official:</b>	DocuSigned by: <i>Debbie Jacques</i>		
<b>Printed Name:</b>	1DFA565D481F42E... <i>Debbie Jacques</i>	<b>Date:</b>	9/8/2021