

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:		Maine Department of Inland Fisheries and Wildlife/Wildlife Division			
Department Contract Administrator or Grant Coordinator:		Nathan Webb			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	\$ 75,697.02	Advantage CT / RQS #:	CT 09A20210909000000000629		
CONTRACT	Proposed Start Date:	10/1/2021	Proposed End Date:	3/31/2022	
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:		Responsive Management, 130 Franklin Street, Harrisonburg, VA 22801			
Brief Description of Goods/Services/Grant:		Survey Research on Maine Residents', Landowners' and Hunters' Attitudes Toward Sunday Hunting in Maine			

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	X	H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
X	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

A Legislative Resolve 2021 Chapter 107 (L.D. 1033) approved by the Governor on July 9, 2021 directed the Department to 'develop and complete an appropriate public opinion survey' relating to Sunday hunting in Maine. The Department must also work with a stakeholder group to review the survey and develop a report of findings and recommendations to the Joint Standing Committee on Inland Fisheries and Wildlife by January 3, 2022. Upon review, the Department has determined that it will be necessary to conduct a large-scale scientific survey of three groups of interest: Maine general population residents, Maine hunters (including both resident and nonresident hunters), and Maine landowners. The vendor (Responsive Management) will develop an overall survey instrument with individual branches and skip-out patterns tailored to each respondent group; in other words, while respondents in each of the three groups will receive many of the same questions, certain questions or series of questions will be specific to each group.

Responsive Management will collaborate with MDIFW and the stakeholder group to ensure that the survey includes all content necessary to achieve the objectives of the study and the Legislative Resolve. Survey topics will address opinions on various Sunday hunting scenarios and the concerns and perspectives that form the basis for those opinions.

The survey will be implemented in a multi-modal format, ensuring the highest possible response rate and meeting the highest standards of scientific integrity.

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

Responsive Management has conducted 30 years of continuous survey and human dimensions research on natural resource issues and has completed research for every state fish and wildlife agency on the U.S., including several for MDIFW. They have conducted surveys on Sunday hunting in other states, have extensive experience conducting survey research in Maine, and can draw upon a catalog of existing survey questions to develop the survey instrument quickly and efficiently. They are the most experienced and qualified vendor to conduct this work. They have a full-time call center and are available to conduct this work within the very short timeline that is available to meet the January 3, 2022 deadline for the final report, with preliminary survey results anticipated in late November to allow time for review by the stakeholder group. It is not possible to utilize a competitive process to select the vendor for this work and complete the project within the legislatively mandated timeline.

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

The costs are based on those from the 2016 Big Game Survey, the 2019 Furbearer Management Survey, and updated project sample sizes. Costs are comparable to those of prior survey efforts awarded through a competitive process, including those conducted by other vendors.

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

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PART III: SUPPLEMENTAL INFORMATION

Vendors for future surveys will be selected using a competitive process as the project timeline and scope allows.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
	<i>Timothy Peabody, Deputy Commissioner</i>		
Printed Name:	<i>Timothy Peabody</i>	Date:	<i>9/9/2021</i>
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Debbie Jacques</i>		
Printed Name:	<small>1DFA565D481F42E...</small> Debbie Jacques	Date:	9/13/2021