



PROCUREMENT JUSTIFICATION FORM (PJF)

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 intranet site (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:		DMR Bureau of Sea Run Fisheries and Habitat		
Department Contract Administrator or Grant Coordinator:		Sean Ledwin / Marge Morissette		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)		\$ 350,000	Advantage <u>CT</u> / RQS #:	13A 20220826000000000613
CONTRACT	Proposed Start Date:	9/26/2022	Proposed End Date:	6/30/2024
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:		Project SHARE, Cherryfield, Maine		
Brief Description of Goods/Services/Grant:		Project Management for Downeast Fish Passage and In-Stream Habitat Projects		

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 type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input checked="" 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. University 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.

Project SHARE has been working with landowners and other partners on a number of high priority restoration projects in the Pleasant River and Cathance Stream watersheds. Specifically, they will conduct topographic surveys and fish passage designs with a qualified engineer at fish passage barriers and stream crossings on the Pleasant River and Cathance Stream in consultation with DMR. This project would also support instream habitat improvements for sea-run and resident fish at multiple Downeast rivers prioritized by DMR.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

As Projects SHARE is already conducting these projects with landowner agreements, they are the appropriate and only entity that can conduct this work. Project SHARE has extensive expertise in executing these infrastructure improvements and stream restoration activities within this valuable resource area. Project SHARE has existing funding from other sources to partially implement these projects.

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

DMR is providing only partial funding for this effort as Project SHARE has secured or has pending requests for additional funds to make the project complete. Project SHARE has agreements with qualified contractors and engineers who can complete the project within the agreed upon timeframe, and has a proven track record of project completion. This includes many entities that provide their services in-kind or at cost. Project SHARE has an extensive track record of implementing projects in a cost effective and efficient manner in partnership with DMR.

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

N/A

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

<input checked="" type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).
<input type="checkbox"/> No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
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Typed Name:	Patrick Keliher, Commissioner	Date:	8/29/22
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Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
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Typed Name:	<small>41C2BA36FAF44CD...</small> Kathy Paquette	Date:	8/31/2022
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