



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:		Maine Dept of Inland Fisheries and Wildlife		
Department Contract Administrator or Grant Coordinator:		Emily MacCabe		
(If applicable) Department Reference #:				
Agency Department Code:	09A	Advantage CT / RQS #:	20260827000000000489	
Amount: (Contract/Amendment/Grant)		\$12,600.00		
CONTRACT	Proposed/Original Start Date:	11/1/2026	Proposed/Most Recent End Date:	10/31/2028
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:		Soundstripe, Nashville, TN		
Brief Description of Goods/Services/Grant:		Subscription to download music and sounds for use in Department created media projects.		

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.

Maine Department of Inland Fisheries and Wildlife produces regular outreach and marketing content for display on multiple digital platforms (YouTube, Facebook, Instagram, etc.) and has the need to purchase use rights for various audio files to utilize in this content (video and podcasts). Soundstripe offers an annual membership that allows for the purchase of audio files with use rights for this purpose. MDIFW consulted with MaineIT/IT Procurement regarding this service in October 2024 and was advised that the purchase did not require IT Procurement review and should proceed through the standard State Service Contract and PJF process. MDIFW reviewed comparable audio-library services, including Epidemic Sound, Artlist, and Splice, but those providers cannot grant licensing rights for Soundstripe content already incorporated into existing MDIFW media.

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.

MDIFW has utilized Soundstripe music and audio content in Department video, podcast, website, social media, and other outreach materials for a number of years. Under the Corporate License Agreement effective November 1, 2024, Soundstripe expressly extended the agreement's coverage to Soundstripe Library content previously licensed through designated MDIFW accounts prior to the effective date. MDIFW reviewed currently available commercial music and audio licensing services (Epidemic Sound, Artlist, and Splice) and identified other providers offering generally comparable subscription services; however, those providers can only license content from their respective catalogs and cannot grant rights to Soundstripe content already incorporated into existing MDIFW media. Because Soundstripe is the only provider able to provide licensing coverage for its previously used content while also meeting the Department's ongoing music and audio needs, MDIFW determined Soundstripe to be the only provider capable of meeting the complete requirement.

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

Soundstripe's renewal pricing is \$6,300 annually for three team seats with Internal and Organic Social licensing coverage, for a total two-year cost of \$12,600. The prior Soundstripe Corporate License Agreement provided the same three-seat licensing structure at \$6,000 annually. MDIFW also reviewed publicly available pricing and plan information from comparable commercial music and audio licensing providers. While those providers offer business subscription options, comparable customized corporate licensing generally requires direct vendor quotation and the publicly advertised plans are not directly equivalent to MDIFW's Soundstripe corporate license. Based on Soundstripe's prior contracted pricing, the limited increase in annual cost, and the retroactive licensing coverage for Soundstripe content already used by the Department, MDIFW determined the proposed pricing to be fair and reasonable.

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

MDIFW will begin reviewing available MaineIT and commercial audio-library solutions approximately six months prior to the October 31, 2028 contract expiration and will reassess whether the unique need for Soundstripe's retroactive licensing coverage continues to exist. If that unique requirement no longer exists, MDIFW will conduct the applicable competitive procurement sufficiently in advance of expiration to establish a replacement contract without interruption. If the unique requirement remains, MDIFW will conduct and document updated market research and submit the appropriate procurement justification before establishing any subsequent contract.

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):
[Emily MacCabe \(Sep 10, 2026 13:34:31 EDT\)](#)

Typed Name:

Emily MacCabe

Date:

Sep 10, 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:

Signed by:

Sterling Doiron

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Typed Name:

Sterling Doiron

Date:

9/22/2026

PJF Soundstripe 2026-2028

Final Audit Report

2026-09-10

Created:	2026-09-10
By:	Kristina bedard (kristina.r.bedard@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA2wTyTK-HKsVmjqyPGv04-fsAr1vQ9awE

"PJF Soundstripe 2026-2028" History

-  Document created by Kristina bedard (kristina.r.bedard@maine.gov)
2026-09-10 - 3:13:05 PM GMT
-  Document emailed to Emily MacCabe (emily.maccabe@maine.gov) for signature
2026-09-10 - 3:13:26 PM GMT
-  Email viewed by Emily MacCabe (emily.maccabe@maine.gov)
2026-09-10 - 5:34:22 PM GMT
-  Document e-signed by Emily MacCabe (emily.maccabe@maine.gov)
Signature Date: 2026-09-10 - 5:34:31 PM GMT - Time Source: server - Signature Appearance Selected: DRAW
-  Agreement completed.
2026-09-10 - 5:34:31 PM GMT

Certificate Of Completion

Envelope Id: F6669700-4ECA-86C6-80D6-42F3998F7F83

Status: Completed

Subject: Complete with Docusign: PJF Soundstripe 2026-2028 - signed (2).pdf

Source Envelope:

Document Pages: 4

Signatures: 1

Envelope Originator:

Certificate Pages: 1

Initials: 0

Sterling Doiron

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111 Sewall Street

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Augusta, ME 04333

Sterling.Doiron@maine.gov

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Record Tracking

Status: Original

Holder: Sterling Doiron

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9/22/2026 8:03:35 AM

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Signer Events

Sterling Doiron

Sterling.Doiron@maine.gov

Sterling Doiron

Security Level: Email, Account Authentication
(None)

Signature

Signed by:

Sterling Doiron

4C537C52B586437...

Signature Adoption: Pre-selected Style

Using IP Address: 198.182.163.113

Timestamp

Sent: 9/22/2026 8:03:38 AM

Viewed: 9/22/2026 8:03:44 AM

Signed: 9/22/2026 8:04:06 AM

Freeform Signing

Electronic Record and Signature Disclosure:

Not Offered via Docusign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

9/22/2026 8:03:38 AM

Certified Delivered

Security Checked

9/22/2026 8:03:44 AM

Signing Complete

Security Checked

9/22/2026 8:04:06 AM

Completed

Security Checked

9/22/2026 8:04:06 AM

Payment Events

Status

Timestamps