



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:		Marine Resources/Marine Science	
Department Contract Administrator or Grant Coordinator:		Jarrod Desjardins/HQ-Finance	
(If applicable) Department Reference #:			
Agency Department Code:	13A	Advantage CT / RQS #:	20260812000000000380
Amount: (Contract/Amendment/Grant)	\$19,975.00		
CONTRACT	Proposed/Original Start Date:	9/1/2026	Proposed/Most Recent End Date: 8/31/2027
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:		New Harbor Marine Construction, New Harbor, Maine	
Brief Description of Goods/Services/Grant:		Gangway replacement	

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.

The need for a new gangway is a must, to provide safe access to the floats. The existing gangway is badly rotten and is a potential safety hazard to DMR staff and the public. This will be replacement for the Federal Pier gangway as it is believed to be from the late 90's.

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.

The Department solicited quotes from multiple vendors and New Harbor Marine came in with the cheapest pricing; the cost is to replace and remove the old gangway that is showing sign of rot. Quotes were received from 3 bidders:
 New Harbor Marine Construction, LLC - \$19,975.00
 Custom Float Services, Inc - \$25,105.80
 Prock Marine Company - \$56,800

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

Pricing was established through an informal competitive process. The contract amount represents the fixed pricing to replace and remove the gangway in the allotted time of the contract. The competitive process supports the determination that costs are fair and reasonable.

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

If further services remain DMR intends to competitively solicit them in the future.

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):



Typed Name:

Erin Summers, Acting Director, BMS

Date:

08/28/2026

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):


[Carl Wilson \(Aug 28, 2026 14:56:29 EDT\)](#)

Typed Name:

Carl Wilson, Commissioner

Date:

08/28/2026

****OSPS Section Only****

Signature of DAFS
Procurement Official:

Signed by:
Sterling Doiron
4C537C52B586437...

Typed Name:

Sterling Doiron

Date:

9/22/2026

PJF CT 13A 20260812-0380

Final Audit Report

2026-08-28

Created:	2026-08-28
By:	Philip Cornelison (Philip.Cornelison@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA5QYTDE_tmQFV5RAa2utBMm6uuFLCCM7U

"PJF CT 13A 20260812-0380" History

-  Document created by Philip Cornelison (Philip.Cornelison@maine.gov)
2026-08-28 - 3:16:02 PM GMT
-  Document emailed to Erin Summers (erin.l.summers@maine.gov) for signature
2026-08-28 - 3:16:07 PM GMT
-  Document emailed to Carl Wilson (carl.wilson@maine.gov) for signature
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-  Email viewed by Erin Summers (erin.l.summers@maine.gov)
2026-08-28 - 4:44:10 PM GMT
-  Document e-signed by Erin Summers (erin.l.summers@maine.gov)
Signature Date: 2026-08-28 - 4:44:36 PM GMT - Time Source: server - Signature Appearance Selected: IMAGE
-  Email viewed by Carl Wilson (carl.wilson@maine.gov)
2026-08-28 - 6:55:49 PM GMT
-  Document e-signed by Carl Wilson (carl.wilson@maine.gov)
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-  Agreement completed.
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Certificate Of Completion

Envelope Id: 71470165-02A7-8F55-8309-E0CCAB6A4335

Status: Completed

Subject: Complete with Docusign: PJF CT 13A 20260812-0380 - signed.pdf

Source Envelope:

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Sterling Doiron

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111 Sewall Street

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Augusta, ME 04333

Sterling.Doiron@maine.gov

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9/22/2026 8:20:31 AM

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Signer Events

Signature

Timestamp

Sterling Doiron

Sterling.Doiron@maine.gov

Sterling Doiron

Security Level: Email, Account Authentication
(None)

Signed by:

Sterling Doiron

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Signature Adoption: Pre-selected Style

Using IP Address: 198.182.163.113

Sent: 9/22/2026 8:20:37 AM

Viewed: 9/22/2026 8:20:44 AM

Signed: 9/22/2026 8:21:03 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 8:20:37 AM

Certified Delivered

Security Checked

9/22/2026 8:20:44 AM

Signing Complete

Security Checked

9/22/2026 8:21:03 AM

Completed

Security Checked

9/22/2026 8:21:03 AM

Payment Events

Status

Timestamps