



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
DIVISION OF PROCUREMENT SERVICES
 STATE OF MAINE

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:		Department of Agriculture, Conservation and Forestry/Maine Geological Survey	
Department Contract Administrator or Grant Coordinator:		Amber Whittaker	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 13,300	Advantage CT / RQS #:	CT 01A 20221031*1249
CONTRACT	Proposed Start Date:	11/14/2022	Proposed End Date: 3/31/2023
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:		University of Maine at Presque Isle 181 Main Street, Presque Isle, ME 04769	
Brief Description of Goods/Services/Grant:		Student intern to assist in geologic mapping; preparation and lab analyses of rock samples	

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.

A contract field assistant and sample preparation and lab analyses are needed for the Maine Geological Survey (MGS) to fulfill its obligation under the U.S. Geological Survey's Earth MRI FY22 program to provide bedrock geologic maps of portions of northern Maine. This contract provides a field assistant for geologic mapping in remote areas of northern Maine. It also provides funding for sample preparation and lab analyses of rocks from the mapping area. While the MGS has the staff and facilities to compile geologic information, it does not have sufficient in-house workforce to complete the necessary field mapping for this project in the time required.

Geologic mapping is a statutory responsibility of the Maine Geological Survey (Title 12, Chap. 201-A). Bedrock mapping is essential to the mission of the MGS to provide quality natural resources information for the people of Maine. Through a grant from the USGS Earth MRI program, MGS has contracted to map and analyze iron-manganese deposits in northern Maine. In our competitive proposal to the USGS's STATEMAP program, we named qualified geologists and educational institutions to work on this project and their qualifications were a large factor in determining the award of federal funds.

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

The rate the Maine Geological Survey pays field assistants (\$15/hour) is competitive in the marketplace where the minimum wage is \$12.75. This contract is funded entirely by money provided to the Maine Geological Survey by the Earth MRI Program, administered by the U.S. Geological Survey, to support a technical project. This is a competitive program to which states are invited to submit. The Maine Geological Survey continues to work with the University of Maine and other institutions to train more students to investigate and compile geologic maps. We are working with a small pool of capable geologists well in advance of project needs to ascertain their availability for various map development tasks. Maine's proposals have been among the most competitive partly because we are able to identify highly qualified field mappers directly in the proposal.

The funding will support a student intern to assist University of Maine at Presque Isle (UMPI) Professor Chunzeng Wang in his field activities in remote areas of northern Maine. Professor Wang is engaged for this work through a separate service contract. There is a pool of UMPI students available and UMPI has access to sample preparation and rock analysis resources for the lab analyses; the intern will also assist with sample preparation and analysis.

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

The rate the Maine Geological Survey pays field assistants (\$15/hour) is competitive in the marketplace where the minimum wage is \$12.75. Rates for sample preparation and lab analysis are for in-house users, and thus are lower than any rates available to the public.

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

The Maine Geological Survey continues to work with the University of Maine and other institutions to train more students to investigate and compile geologic maps. We are working with a small pool of capable geologists well in advance of project needs to ascertain their availability for various map development tasks.

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



Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

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):	<small>DocuSigned by:</small>  <small>20AE3A2882BB4AA...</small>		
Typed Name:	Amanda E. Beal, Commissioner	Date:	11/7/2022
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>  <small>891CE7A1493D45B...</small>		
Typed Name:	Martha Verhille	Date:	11/10/2022