



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 \$5,000 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:		IFW/Resource Management/Wildlife Diversity Section	
Department Contract Administrator or Grant Coordinator:		Danielle D'Auria Diana Harper	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 21,000.00	Advantage CT / RQS #:	09A-20241028*1090
CONTRACT	Proposed Start Date:	12/15/2024	Proposed End Date: 5/30/2025
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:		Maine Natural History Observatory Gouldsboro, ME 04607	
Brief Description of Goods/Services/Grant:		Coordinate and conduct gull and cormorant nest counting effort using provided aerial imagery.	

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.

Maine is participating in the Atlantic Flyway Colonial Waterbird Survey in 2024, which requires surveys for nesting pairs of Double-crested Cormorants, Herring Gulls, and Great Black-backed Gulls. These three species collectively nest on over 250 islands off the coast of Maine. The most efficient way to obtain nesting pair numbers for these three species on these coastal islands is to first acquire aerial imagery of the islands, and then count the nesting pairs from the images either manually or by using automated methods. Maine typically conducts a similar survey every 5-6 years. Past surveys were completed in 2008, 2013, and 2019. These surveys aim to: 1) contribute scientifically-defensible management practices and associated permitting for managed species such as gulls and cormorants; 2) identify declining species needing conservation actions in order to preempt the need for listing; and 3) provide information for evaluating trends of colonial nesting species' population sizes and distribution, habitat losses and gains, and other common parameters across broad geographic area.

Maine Natural History Observatory (MNHO) staff will coordinate and conduct the gull and cormorant nest counting effort using the imagery collected by Air Data Solutions this past May and June. MNHO will first utilize YOLO detection software and an algorithm created and provided by a previous University of Maine graduate student to help reduce the overall counting effort by identifying images with potential "targets." With some in-kind assistance from FWS and IFW staff, MNHO staff will work with imagery in ArcGIS Pro to mark the locations, identify to species and count all active Herring Gull, Great Black-backed Gull, and Double-crested Cormorant nests in images for over 250 seabird nesting islands along the coast of Maine. A final report will include a written summary of the effort expended, a summary of the results, all ArcGIS containing nest locations and species for each island, and an Excel spreadsheet detailing island-specific results.

MNHO staff time will be billed by the hour at a rate of \$30/hour, not to exceed 700 hours.

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

Maine Natural History Observatory staff has been involved in Maine seabird nesting surveys, both on-the-ground surveys and aerial imagery counting, and has maintained the statewide database for IFW for decades. Beginning in 2008, Glen Mittelhauser of MNHO, was the counting technician for FWS, and since then has been involved in all aerial imagery gull and cormorant counts. He led the aerial imagery counting for this same survey in 2013. He has trained several others to do the counting, including a team of graduate students and student workers in 2019. There is no other person or entity with the amount of experience specific to Maine and its unique island habitats, with both on-the-ground surveys and the counting from aerial imagery.

PART III: SUPPLEMENTAL INFORMATION

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

We explored options for automatic counting by the company that acquired the aerial imagery; however, the costs were three times MNHO’s estimate to complete the task and would likely not have produced as reliable results.

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

Currently, the technology to automate counting of objects in images requires personnel or companies with specific programming expertise that is more expensive than manual methods. In the future, as the technology develops and becomes more reasonably priced, we plan to utilize these automated tools and reduce the amount of staff time (internal and contract) needed for nest counting from aerial imagery.

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) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.

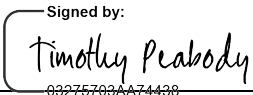
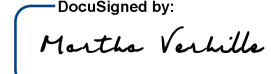
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

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 signatory understands and acknowledges Maine’s Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department’s Commissioner (or designee):	Signed by:  <small>02275703AA74438...</small>		
Typed Name:	Timothy Peabody	Date:	10/29/2024
Signature of DAFS Procurement Official:	DocuSigned by:  <small>891CE7A1493D45B...</small>		
Typed Name:	Martha verhille	Date:	11/6/2024

Certificate Of Completion

Envelope Id: C49F63746F4544C9B519565A9DA43BF0	Status: Completed
Subject: PJF to sign: MNHO 20241028_1090 gull-cormorant surveys PJF	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Diana Harper
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	353 Water Street
	41 SHS
	Augusta, ME 04333-0041
	diana.harper@maine.gov
	IP Address: 198.182.163.126


Record Tracking

Status: Original	Holder: Diana Harper	Location: DocuSign
10/29/2024 7:43:58 AM	diana.harper@maine.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Inland Fisheries and Wildlife	Location: DocuSign

Signer Events

Timothy Peabody
 timothy.e.peabody@maine.gov
 Deputy Commissioner
 Security Level: Email, Account Authentication (None)

Signature

Signed by:

03275703AA74438...
 Signature Adoption: Pre-selected Style
 Using IP Address: 198.182.163.113

Timestamp

Sent: 10/29/2024 7:45:59 AM
 Viewed: 10/29/2024 9:43:53 AM
 Signed: 10/29/2024 9:45:14 AM

Electronic Record and Signature Disclosure:

Accepted: 10/29/2024 9:43:53 AM
 ID: 4e3568d5-3876-423f-8139-a8bb775947ae

In Person Signer Events	Signature	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	10/29/2024 9:45:14 AM
Completed	Security Checked	10/29/2024 9:45:14 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure