



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:		Inland Fisheries and Wildlife/Wildlife Division/Wildlife Diversity Section	
Department Contract Administrator or Grant Coordinator:		Cory Stearns and Diana Harper	
(If applicable) Department Reference #:			
Agency Department Code:	09A	Advantage CT / RQS #:	RQS 20251119*0851
Amount: (Contract/Amendment/Grant)		\$15,546.91	
CONTRACT	Proposed/Original Start Date:	11/10/2025	Proposed/Most Recent End Date: 12/31/2025
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:		Wildlife Acoustics Maynard, MA	
Brief Description of Goods/Services/Grant:		Provide SM4 bat recorders and associated microphones.	

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 checked="" type="checkbox"/>	J. Willing and Qualified
<input type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. Higher Education Cooperative Project	<input type="checkbox"/>	L. Other Authorization

Please respond to ALL of the questions in the following sections.

<b>PART III: SUPPLEMENTAL INFORMATION</b>	
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.	The Maine Department of Inland Fisheries and Wildlife is partnering with the University of Maine on a PhD research project to study winter bat habitat use. The research depends on using acoustic equipment to monitor bat activity. We are in need of additional acoustic equipment to complete the objectives of the study.
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 a current supply of SM4 bat acoustic recorders and associated microphones that are manufactured by Wildlife Acoustics. However, additional equipment is needed to complete the study. To maintain consistency across the project, new equipment needs to be the same model of acoustic recorder and microphone, which are only manufactured by Wildlife Acoustics.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	MDIFW regularly evaluates the alternatives for acoustic equipment, including the cost. Wildlife Acoustics is the leading manufacturer of acoustic equipment in the U.S., and the cost is reasonable in comparison to other manufacturers. In the proposal and budget for the project, MDIFW specifically noted that we would purchase equipment from Wildlife Acoustics.
4. Describe the plan for future competition for the goods or services.	MDIFW will continue to evaluate alternatives for acoustic equipment.

<b>PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS &amp; RECOVERY PLAN (MJRP)</b>	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).	
<input type="checkbox"/> Yes, ARPA funds (025) or (026) – If Yes, please be aware of the requirements from awarding federal agencies.	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	

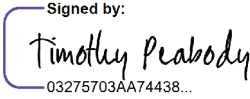
<b>PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE</b>	
<i>Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS <a href="#">Title 5, §18</a> and <a href="#">§18-A</a>, in harmony with MRS <a href="#">Title 17, §3104</a>.</i>	

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

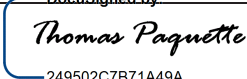
1. The signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	 <p>Signed by: 03275703AA74438...</p>		
Typed Name:	Timothy Peabody	Date:	11/20/2025

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:	 <p>DocuSigned by: 249502C7B71A49A...</p>		
Typed Name:	Thomas Paquette	Date:	11/21/2025

### Certificate Of Completion

Envelope Id: 2128DF63-798C-451D-B99D-C66C04E86A95	Status: Completed
Subject: PJF to sign: Wildlife Acoustics 20251119_0851 PJF for RQS	
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: 198.182.163.121

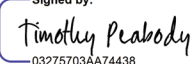
### Record Tracking

Status: Original	Holder: Diana Harper	Location: DocuSign
11/19/2025 11:43:16 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: 11/19/2025 11:44:27 AM  
 Viewed: 11/20/2025 5:31:17 AM  
 Signed: 11/20/2025 5:31:41 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 11/20/2025 5:31:17 AM  
 ID: 9a420252-ec59-4e29-9b8e-587b4aac9501

In Person Signer Events	Signature	Timestamp
<b>Editor Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Agent Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Intermediary Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	11/19/2025 11:44:27 AM
Certified Delivered	Security Checked	11/20/2025 5:31:17 AM
Signing Complete	Security Checked	11/20/2025 5:31:41 AM
Completed	Security Checked	11/20/2025 5:31:41 AM

Payment Events	Status	Timestamps
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### Electronic Record and Signature Disclosure