



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:	Marine Resources/Biological Assessment/		
Department Contract Administrator or Grant Coordinator:	Kevin Staples		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ \$165,054.00	Advantage <u>CT</u> / RQS #:	13A 20221101000000001273
CONTRACT	Proposed Start Date:	1/3/2023	Proposed End Date: 9/30/2024
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:	Research Foundation of SUNY, Stony Brook, NY		
Brief Description of Goods/Services/Grant:	Academic services outlined in the 2022 Sea Grant Lobster Research Award, including fisherman survey design & execution and analysis of various datasets.		



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	
<p>1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.</p>	<p>The justification for this contract is largely attributed to the vendor's status as a co-PI on a grant award, which uniquely qualifies them for a pass through contract for the amount listed. As a co-PI, they are expected to fulfill the duties and responsibilities outlined in the grant proposal that are necessary to achieve the anticipated project outcomes.</p>
<p>2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.</p>	<p>The Research Foundation of SUNY is the vendor that allocates funds to our project partners, Dr. Yong Chen and Nathan Willse of Stony Brook University. These partners have the expertise necessary to accomplish project goals related to surveying fishermen, collecting data at sea, analyzing fisheries and oceanographic data, and modelling fisheries and oceanographic data.</p>
<p>3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.</p>	<p>The negotiated costs in the contract are identical to those approved by the federal grant officer, outlined in the proposed budget. These costs are overwhelmingly responsible for covering the personnel costs negotiated between the vendor and the personnel active on this grant. The funding to cover these costs was received via an external grant, as alluded to earlier in this document.</p> <p>Click or tap here to enter text.</p>
<p>4. Describe the plan for future competition for the goods or services.</p>	<p>Future competition for the services provided on future external grants will be open to all potential collaborating researchers who have experience working with these types of data streams and are familiar with the subject matter context.</p>

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
<p>Does this request utilize ARPA/MJRP funds?</p>	
<p><input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).</p>	
<p><input checked="" type="checkbox"/> No – If No, proceed to Part V.</p>	

PART V: APPROVALS	
<p>The signatures below indicate approval of this procurement request.</p>	

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Patrick Keliher, Commissioner	Date:	12/12/22
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Typed Name:	<small>891CE7A1493D45B...</small> Martha verhille	Date:	12/14/2022