



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	
Department Contract Administrator or Grant Coordinator:		Nancy McBrady	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ \$35, 676	Advantage CT / RQS #:	CT 01A 20221017*1144
CONTRACT	Proposed Start Date:	1/1/2023	Proposed End Date: 7/31/2023
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 Acting through the University of Maine System Orono, Maine	
Brief Description of Goods/Services/Grant:		Provide research assistance to identify priority water resource development and irrigation needs for incorporation into DACF's Farmer Drought Relief Program.	

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.

Chapter 729 of the Public Laws of 2022 (LD 1998) established the Farmers' Drought Relief Program within the DACF to provide grants (contingent upon availability of funding) for farmers to establish sustainable, environmentally sound, and affordable water supplies for irrigation of crops. The University of Maine will assist DACF in establishing the parameters of the new Program by conducting a three-pronged research project to ultimately assess agricultural producers' core water resource development needs and associated costs. This information is critical to inform DACF's ultimate design and operation of the Program.

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

This is a collaborative project between the Department and specialists at the University of Maine School of Food and Agriculture to undertake specialized research pertaining to Maine agriculture. It requires specialists with experience with Maine agriculture, climate change adaptation, data collection, and statistics. The University of Maine is the state's research hub and home to Cooperative Extension, which is devoted to agricultural applied research and engagement with agricultural producers and as such was selected to undertake this specific project.

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

The costs are very reasonable given the scope of the project, ultimate work product, number of academic staff involved, and the prompt timeframe for completion.

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

This particular project is a one-time effort. There could be additional research projects that result from the output of this effort but will be separate and distinct in their scope.

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.

Procurement Justification Form (PJF)

Signature of requesting Department's Commissioner (or designee):	DocuSigned by: <i>Amanda E. Beal</i> 20AF3A2882BB4AA...		
Typed Name:	Amanda E. Beal	Date:	12/12/2022
Signature of DAFS Procurement Official:	DocuSigned by: <i>Martha Verhille</i> 891CE7A1493D45B...		
Typed Name:	Martha verhille	Date:	12/20/2022