



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

PROCUREMENT JUSTIFICATION FORM (PJF)

| PART I: OVERVIEW | | | |
|---|----------------------|---|------------------------------|
| Department Office/Division/Program: | | Inland Fisheries and Wildlife/Resource Management/Lands Program | |
| Department Contract Administrator or Grant Coordinator: | | Karen Estabrook | |
| (If applicable) Department Reference #: | | N/A | |
| Amount: (Contract/Amendment/Grant) | \$ 6,000.00 | Advantage CT / RQS #: | 09A-20241210000000001520 |
| CONTRACT | Proposed Start Date: | 1/2/2025 | Proposed End Date: 3/14/2025 |
| 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: | | Alexander O. Abbott, Freeport, ME | |
| Brief Description of Goods/Services/Grant: | | Logging access road stream crossing habitat assessment and design | |

| 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 culvert on one of the existing logging access roads at the Frye Mountain Wildlife Management Areas is undersized and perpetually overflows washing material into a brook which is a tributary of Bartlett Stream and is also classified as Atlantic salmon critical habitat. The brook is also identified as brook trout habitat. The purpose of the contract is to assess the habitat and redesign the culvert installation for terrestrial and aquatic organism passage, and to eliminate further degradation of the brook.

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

The vendor has completed dozens of similar habitat assessments and designs for public infrastructure improvement (primarily for municipalities), private sector management roads and even walking trails, over the course of several years. Unique to this vendor is his development of an assessment process and software necessary to complete technical work rendering habitat evaluation and crossing design for terrestrial and aquatic species.

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

Previous collaboration with the vendor on one assessment conducted for Inland Fisheries and Wildlife, and discussions with other entities where similar assessments and designs have occurred, indicates his rates are reasonable and consistent with our expectations. Costs allocated to this project consist entirely of federal funds.

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

Should another vendor with the same unique skill set and software application emerge, competitive quotes will be requested.

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.

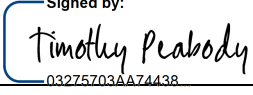
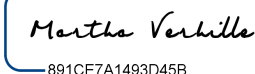
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

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>03275703AA74438</small> | | |
| Typed Name: | Timothy Peabody | Date: | 12/10/2024 |
| Signature of DAFS Procurement Official: | DocuSigned by:  <small>891CE7A1493D45B...</small> | | |
| Typed Name: | Martha verhille | Date: | 12/17/2024 |