



## 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:	Marine Resources		
Department Contract Administrator or Grant Coordinator:	Jack Ewing/HQ Finance		
(If applicable) Department Reference #:	N/A		
Agency Department Code:	13A	Advantage <u>CT</u> / RQS #:	20251124000000001239
Amount: (Contract/Amendment/Grant)	\$97,801.70		
CONTRACT	Proposed/Original Start Date:	<b>11/15/2025</b>	Proposed/Most Recent End Date: 11/14/2026
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:	University of Maine (James Beupré), Orono, ME		
Brief Description of Goods/Services/Grant:	Advise and assist on the collection, analysis, and reporting of North Atlantic Right Whale acoustic data.		

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. Higher Education 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.

The Maine Department of Marine Resources' Passive Acoustic Monitoring (PAM) program requires specialized scientific expertise to meet federal and state mandates for processing, analyzing, and reporting North Atlantic right whale (NARW) and other cetacean acoustic data across the Gulf of Maine archival PAM grid. The program is expanding, and the volume and complexity of PAM datasets—combined with new Section 6 Species Recovery Grant requirements, increased regional coordination needs, and DMR's obligations for timely reporting—necessitate additional technical and analytical capacity beyond current staff availability.

The University of Maine School of Marine Sciences (SMS) will provide targeted scientific support to ensure that DMR's archival PAM program meets its operational, analytical, and reporting objectives. This includes expert advisement on analysis protocols, data workflows, mooring design, reporting schedules, training for PAM staff, and coordination with regional collaborators such as NOAA's Northeast Fisheries Science Center, New England Aquarium, Cornell University, and the broader regional PAM network. SMS will also assist with the development of summary figures, technical reports, and data products required under the Section 6 grant and for internal and public-facing deliverables.

Because the archival PAM grid includes 26 sites across the Gulf of Maine and produces large volumes of continuous acoustic data, DMR requires ongoing access to subject-matter experts capable of advising on best practices, ensuring analytical rigor, maintaining consistency across long-term data products, and supporting interagency data-sharing expectations. The services provided by SMS directly address this need and allow DMR to maintain high-quality, defensible PAM products that support species recovery, management decisions, and federal reporting obligations.

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.

The University of Maine School of Marine Sciences is the only in-state academic institution with active expertise in marine mammal passive acoustic ecology and direct experience working with Gulf of Maine PAM datasets, regional collaborators, and the analytical and reporting needs specific to Maine's archival PAM program. PI Christopher Tremblay, as listed on DMR's NOAA Species Recovery Grant, is uniquely qualified to provide these services due to his extensive experience with NARW PAM analysis, regional data-sharing networks, and established working relationships with the Northeast Fisheries Science Center, New England Aquarium, and Cornell University. No other vendor possesses the combination of (1) regional scientific expertise, (2) familiarity with Maine's PAM grid, (3) established collaborative relationships with DMR's federal and academic partners, and (4) ability to provide sustained onsite and remote advisory support integrated directly into DMR's workflow.

The proposed work requires direct scientific collaboration rather than a traditional vendor service, and the University of Maine is the sole entity able to meet these programmatic needs with the necessary expertise, continuity, and accessibility for regular onsite engagement.

**PART III: SUPPLEMENTAL INFORMATION**

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

The costs reflect standard salary, fringe benefit, and indirect rate structures established by the University of Maine for faculty and research personnel. The total request of \$97,801.70 directly corresponds to 6 months of salary for PI Christopher Tremblay, 2 weeks of salary for PI Damian Brady, associated fringe costs (49.5%), and the University's federally negotiated indirect cost rate (47.7%). These are standard, non-negotiable institutional rates applied to all externally funded projects and are consistent with prior university-supported scientific contracts of similar scope.

The level of effort (2.5 days per week for Tremblay and 2 weeks of annual support from Brady) was developed collaboratively between DMR and UMaine to reflect the minimum amount of expertise required to meet analytical deadlines, maintain reporting compliance, and support coordination with federal partners. The cost is therefore reasonable and directly tied to the personnel effort needed to complete the defined scope of work.

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

Future competition for these services may become feasible as the PAM program matures and as additional in-state or regional institutions develop the capacity to support large-scale archival PAM analysis. As standardized workflows, reporting templates, and analysis protocols are fully established through this contract, discrete components—such as data preprocessing, figure generation, or routine reporting—may be suitable for competitive bidding among qualified vendors or academic partners.

However, at present, no other entity possesses the necessary regional experience, familiarity with the Gulf of Maine PAM grid, or established collaborative relationships required to meet the program's analytical and reporting requirements. Over time, DMR will periodically reassess the market for qualified scientific support to determine whether future elements of the work can be competitively procured. Until such capacity exists, UMaine remains the only institution capable of providing these specialized advisory services.

**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) or (026) – 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'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):



[Meredith Mendelson \(Nov 26, 2025 14:03:19 EST\)](#)

Typed Name:

Meredith Mendelson, Deputy  
Commissioner

Date:

26/11/2025

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:

DocuSigned by:



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Typed Name:

Martha Verhille

Date:

12/15/2025



# PJF CT 13A 20251124-1239

Final Audit Report

2025-11-26

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