



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 \$5,000 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:		Department of Public Safety/Maine State Police	
Department Contract Administrator or Grant Coordinator:		Matthew Ruel Starla Dorval	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 504,004.80	Advantage CT / RQS #:	CT 16A 20240808*261
CONTRACT	Proposed Start Date:	1/1/2025	Proposed End Date: 12/31/2027
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:		Diverse Computing, Inc., CJIS ACE, Tallahassee, Fl.	
Brief Description of Goods/Services/Grant:		Services for development, implementation and management of Criminal Justice and Non-Criminal Justice audit 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.	Maine State Police (MSP) seeks to contract with Diverse Computing Inc. (DCI), Criminal Justice Information Services (CJIS) Audit and Compliance Experts (ACE) for development, implementation and management of a criminal justice and non-criminal justice audit program, in order to bring the State of Maine into compliance with Federal Bureau of Investigation (FBI) CJIS policy requirements for triennial audits of all agencies with access to criminal justice information (CJI). In addition to the audit program, DCI will provide the Peak Performance Solutions products already procured by MSP, through their exclusive strategic partnership.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	DCI CJIS ACE is the only vendor in the industry who focuses solely on CJIS compliance and has a team of CJIS policy experts to manage our audit program for the State of Maine, which is currently in arrears and significantly out of compliance. They are also the only vendor in the industry to possess a unique strategic partnership with Peak Performance Solutions, in which they are able to provide the Peak Performance Products that MSP already has. The implementation and management of the audit program is dependent on access to the CJIS Audit, nexTEST and CJIS Online tools that we already utilize. DCI CJIS ACE is currently providing this unique service in eight other states. Peak Performance Solutions currently has 46 statewide implementations and seven federal nationwide implementations.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	Pricing was determined by a quote provided by the vendor in which the project is broke out into 3 years and invoiced quarterly. The funding for the CJIS ACE services are coming from the NCHIP grant as an approved project. The Peak Performance Licenses which is not a new service will be state funded.
4. Describe the plan for future competition for the goods or services.	This is a one-time project.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
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) – If Yes, please be aware of the requirements from awarding federal agencies.	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	


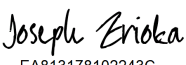
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE	
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Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 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):	 Michael Sauschuck (Nov 12, 2024 09:19 EST)		
Typed Name:	Michael J. Sauschuck	Date:	Nov 12, 2024
Signature of DAFS Procurement Official:	DocuSigned by:  EA813178102243C...		
Typed Name:	Joseph Zrioka Director of IT Procurement	Date:	1/14/2025






PJF_DCI CJIS ACE_2024

Final Audit Report

2024-11-12

Created:	2024-11-12
By:	Starla R Dorval (Starla.R.Dorval@maine.gov)
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