

State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

PART I: OVERVIEW

Department Office/Division/Program:		Department of Public Safety – Crime Lab			
Department Contract Administrator or Grant Coordinator:		Lt. Scott Gosselin Amy Gower			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)		\$ 14,880.00	Advantage CT / RQS #:		RQS-16A-20200131*0890
CONTRACT	Proposed Start Date:	1/1/2020	Proposed End Date:	12/31/2020	
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:		ANSI National Accreditation Board 600 N Plankinton Ave Ste. 300, Milwaukee WI 53203			
Brief Description of Goods/Services/Grant:		2020 Accreditation			

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

- 1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.**

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PART III: SUPPLEMENTAL INFORMATION

The Maine State Police Crime Lab is required to be re-accredited and audited annually by an independent review team every 4 years. The accreditation of forensic science testing laboratories applies to any laboratory performing forensic testing activities in the disciplines of Trace Evidence, Biology, Firearms/Toolmarks, Latent Prints, Fire Debris and the Screening of Biological Evidence.

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

Maintaining accreditation in these disciplines allows the Crime Lab to function at the same standard as other forensic labs across the country who provide reliable services to the courts in criminal cases. Accreditation is the cornerstone of our quality standards and without accreditation our lab would lose reliability from Maine's criminal justice stakeholders.


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

There are no governmental entities that can provide these services.

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

There are currently only two accreditation companies that perform these services. It was determined that the process to change vendors would lend itself to jeopardize the lab's proficiency and productivity. To change to another vendor would require the lab to adapt to new processes and procedures that would add to the current backlog of forensic science testing in the lab.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
Printed Name:	<i>Michael J. Sauschuck</i>	Date:	<i>2-10-2020</i>
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>AEED9C7B3A8044E...</small> Justin Franzose	Date:	2/13/2020