

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- Maine State Police		
Department Contract Administrator or Grant Coordinator:		Sgt. Kris Kennedy Amy Gower		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 16,800.00	Advantage CT / RQS #:	RQS-202102 22 # 0773	
CONTRACT	Proposed Start Date:	1/1/2021	Proposed End Date:	12/31/2021
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:		Justice Trax Mesa AZ		
Brief Description of Goods/Services/Grant:		Annual maintenance for Justice Trax LIMS-Plus software and IResults Software		

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 software maintenance agreement for LIMS-plus is necessary to ensure that the Maine State Police is able to keep the original software (which tracks and manages evidence as it passes through the laboratory) up to date with current versions for the software and covers emergency software maintenance needed

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

The IResults software is needed to provide our partners (District Attorneys', police agencies, etc,) access to the data on the progress of their cases and outcomes for examinations (including the ability to request virtual reports as needed).

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

The price has not been an increase in price since 1980.

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

No changes as long as we use this software for evidence tracking 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>		
	<i>Kendra Coates</i>		
Printed Name:	Kendra Coates	Date:	2/22/2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Jaime Schorr</i>		
	<small>6D6437754DD0459...</small>		
Printed Name:	Jaime Schorr	Date:	2/22/2021