

## 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:		Public Safety -Maine State Police - Crime Lab	
Department Contract Administrator or Grant Coordinator:		Lt Michael Zabarsky Joseph Wilson	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ \$ 9,000 amendment \$	Advantage CT / RQS #:	CT-16A-20191003*1187
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	2/1/2020	Effective Date:
	Previous End Date:	1/31/2021	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Ron Smith and Associates Collinsville, MS	
Brief Description of Goods/Services/Grant:		Contract for Technical Verification of casework for examinations done by examiners at the MSP Crime Lab.	

### 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
x	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 in need of continued verification and technical review of latent prints, footwear, and tire track examinations in an effort to ensure continued excellence of performance of our disciplines.

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

This vendor has previous experience with our Crime Laboratory and is already familiar with our quality process, lab work processes, policies, protocols and methodologies which is critical to the overall mission of the Crime Lab. To bring in another vendor would require a great deal of work, site visits, and extra communication that would lengthen the time it would take to follow through with the services requested in the contract and would be far more costly to the State of Maine.

They are comprised of the largest group of forensic identification professionals in the country and is the only company which keeps I.A.I. Certified Latent Print Examiners on staff, on exclusive contract, on a full-time basis.

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

We were able to negotiate a reduced price. The previous price was \$125/hr. Our new price for this extended period has increased by \$10 per hr and is now at \$135/hr. This is a discounted price from the normal vendor fee of \$150/hr.

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

In the event that this relationship does not fulfill our expectation and requirements, the crime lab will look at bidding out the services for future needs.

## PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
	<u>Kendra Coates</u> <small>Kendra Coates (Feb 14, 2022 12:41 EST)</small>		
<b>Printed Name:</b>	<b>Kendra Coates</b>	<b>Date:</b>	Feb 14, 2022
<b>Signature of DAFS Procurement Official:</b>	DocuSigned by: <i>Kathy Paquette</i>		
<b>Printed Name:</b>	<small>41C2BA36FAF44CD...</small> <b>Kathy Paquette</b>	<b>Date:</b>	2/15/2022






# Amended PJF for CT-16A-20191003-1187 Ron Smith & Assoc.

Final Audit Report

2022-02-14

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