



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, Bureau of Highway Safety	
Department Contract Administrator or Grant Coordinator:		Jaime L. Pelotte	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$ 680,000.00	Advantage CT / RQS #:	20220623*3479
<b>CONTRACT</b>	Proposed Start Date:		Proposed End Date:
<b>AMENDMENT</b>	Original Start Date:	<b>1/1/2023</b>	Effective Date:
	Previous End Date:	<b>9/30/2028</b>	New End Date:
<b>GRANT</b>	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Lexis Nexis Risk Solutions, Inc Alpharetta, GA 30005	
Brief Description of Goods/Services/Grant:		Traffic Records System – Upgrades, maintenance and support amendment to add scope and cost for Federal Fiscal Year (FFY) 2025.	

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 checked="" 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 checked="" 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.

These traffic records systems are currently being utilized by the Department of Public Safety, Department of Transportation, Bureau of Motor Vehicles, Maine State Police, Maine Judicial System, municipal and county law enforcement, the Fatality Analysis Reporting System, Metropolitan Planning Organizations and the general public. These systems include: Maine Crash Reporting System (MCRS), Maine Public Query Access Tool for crash and fatal statistics, and e-Citation. Lexis Nexis has also facilitated the federally required Traffic Records Coordinating Committee and the Annual Traffic Records Strategic Plan for more than eight (8) years on behalf of the Department of Public Safety, Bureau of Highway Safety.

As a result of federal updates to traffic records system requirements under Model Minimum Uniform Crash Criteria (MMUCC), and State legislatively required changes, these systems are in frequent need of modifications or enhancements. Such enhancements include deleting, changing and increasing specific data elements (i.e. distraction elements) to capture more information on the crash form. Maine Crash Reporting was created beginning in 1998 under Traffic Records Committee purview. The system has evolved but continues to support statewide crash reporting by all law enforcement agencies.

Needed enhancements to this system include updating federal elements and creating interfaces between other data systems and the crash system to allow certain license and registration fields within MCRS to auto-populate. Maine e-Citation has been developed and is currently in the implementation phase with more law enforcement agencies signing on monthly. Additionally, some enhancements and upgrades are needed to the Public Query Access Tool which allows the public to run ad-hoc reports on crash and fatal data to use for municipal planning or general reporting.

Finally, the remainder of this contract includes annual maintenance for these already established systems. Annual maintenance includes help-desk support for all Maine law enforcement for MCRS, Public Query and e-Citation; and support for the Maine DOT with crash data export and review.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

These services are not available through the State OIT. The vendor has built and provided these systems and necessary support for many years and has the expertise to maintain and upgrade the systems as needed and required.

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

The amount was negotiated and based on prior yearly contract expenses is fair and reasonable.

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

**PART III: SUPPLEMENTAL INFORMATION**

If these systems become obsolete, or if the vendor fails to meet the performance requirements, then the State would issue an RFP to replace the systems.

**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) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.


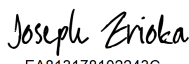
**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

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 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):	 <a href="#">Michael Sauschuck (Sep 16, 2024 12:50 EDT)</a>		
Typed Name:	Michael J. Sauschuck	Date:	Sep 16, 2024
Signature of DAFS Procurement Official:	DocuSigned by:  EA813178102243C...		
Typed Name:	Joseph Zrioka Director of IT Procurement	Date:	10/3/2024






# FFY25 Amendment Lexis Nexis Procurement Justification Form (PJF)

Final Audit Report

2024-09-16

Created:	2024-09-16
By:	Lauren Stewart (lauren.v.stewart@maine.gov)
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## "FFY25 Amendment Lexis Nexis Procurement Justification Form (PJF)" History

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