



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 \$10,000 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:		Secretary of State, Bureau of Corporations, Elections & Commissions	
Department Contract Administrator or Grant Coordinator:		Julie L. Flynn, Deputy Secretary of State	
(If applicable) Department Reference #:			
Agency Department Code:	29A	Advantage CT / RQS #:	20121005*1487
Amount: (Contract/Amendment/Grant)		\$ 108,035.25	
CONTRACT	Proposed/Original Start Date:	10/3/2012	Proposed/Most Recent End Date: 12/31/2025
AMENDMENT	New Effective Date:	1/1/2026	New End Date (if Applicable): 06/30/2026
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Election Systems & Software, LLC Omaha, NE	
Brief Description of Goods/Services/Grant:		Extend lease of ballot scanning/tabulating units for the for the June 9, 2026 Primary Election.	

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 type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice

<input type="checkbox"/> F. Higher Education Cooperative Project	<input type="checkbox"/> L. Other Authorization
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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.

This is a 6-month extension is for the previous contract for the State to lease 751 ballot scanning/tabulating units provided to 331 municipalities for counting ballots at the June 9, 2026, Maine Primary elections along with associated software.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

The Department had a contract with Election Systems & Software, LLC, which was selected after a competitive bid issued in the Summer of 2012. The original bid allowed for a 5-year term plus a 2-year extension, which expired on 12/31/19. The Department originally hoped to issue an RFP for a new tabulation system in late 2019. However, there was a delay in the adoption of the new Voluntary Voting Systems Guidelines (called VVSG 2.0) by the US Elections Assistance Commission (EAC) until 2021, followed by another delay in certification of test labs and the readiness of the labs for testing and certification of new equipment. Two vendors recently have achieved certification, and others are in the process. We are actively working on the RFP and will be ready to issue this year for the November 3, 2026 general election.

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

The cost is reasonable as it is only a quarter of what it would normally be annually.

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

The Department expects to issue an RFP to lease a new ballot scanning and tabulating system this year. However, we will not be able to complete the RFP process, select a vendor and roll out a statewide system before the June 9, 2026, statewide election. We are currently working on completing the RFP process now and will have ready by February. Our goal is to have awarded and to deploy the new system before the November 3, 2026, General Election.

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).

<input type="checkbox"/> Yes, ARPA funds (025) or (026) – 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

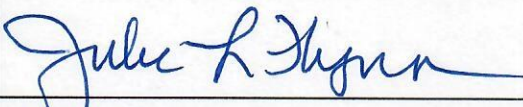
Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS Title 5, §18 and §18-A, in harmony with MRS Title 17, §3104.

The requesting department's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

PART VI: APPROVALS

Governor/Department Commissioner or Designee

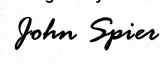
1. The signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Julie L. Flynn	Date:	1-21-2026

2. Additional signature required **ONLY** if box E (Emergency) is selected in PART II. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	

****OSPS Section Only****

Signature of DAFS Procurement Official:	Signed by:  <small>2A1D91BCA418470...</small>		
Typed Name:	John Spier	Date:	2/9/2026