



**PROCUREMENT JUSTIFICATION FORM (PJF)**

**PART I: OVERVIEW**

Department Office/Division/Program:		Dept. of Economic & Community Development/Office of Outdoor Recreation		
Department Contract Administrator or Grant Coordinator:		Jeff McCabe, Director Kimbalie Lawrence, Contract Admin		
Agency Department Code:	19A	Advantage CT / RQS #:	20250129*1620	
Amount: (Contract/Amendment/Grant)		\$25,000.00		
CONTRACT	Proposed/Original Start Date:	2/2/2026	Proposed/Most Recent End Date:	1/31/2027
AMENDMENT	New Effective Date:		New End Date (if Applicable):	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Ground Truth Geographics, L3C DBA Community Geographics Denver CO		
Brief Description of Goods/Services/Grant:		Expand and renew relationships with trail managers and landowners statewide to help them accurately map, interpret, promote, and steward their trails, assets, and properties (particularly their accessible trails)		

**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 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

**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.

Community Geographics provides the highest quality, current information about Maine's extensive trails available to users. This project will increase users' awareness about being good stewards, through Look Out for Me principles and participating in trail maintenance opportunities. The Provider maintains and keeps current the Maine Trail Finder website. Maine Trail Finder fills a valuable communications role for numerous state agencies and departments (e.g., Bureau of Parks & Lands, Office of Tourism, Inland Fisheries & Wildlife).

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

Community Geographics is a dynamic L3C company that supports the mapping and geographic information needs of public interest groups, large and small. Since 2005, Community Geographics has supported over 200 organizations engaged in recreation, tourism, natural resources management, land conservation, agriculture and food systems, public health, poverty alleviation, education, cultural heritage promotion, and historic preservation.

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

Based on fees for other website development work at the Office of Tourism, this fee proposal is lower than others. DECD/OOR finds the cost to be fair and reasonable.

4. Describe the plan for future competition for services.

At this point, CCGIS/Maine Trail Finder is the only organization that works directly with the resource managers for trail information and business owners for business/event listings to ensure accuracy and timely updates. We haven't done market research but are familiar with similar platforms. We also know that based on all the web work we've done at MOT, that MTF rates are incredibly reasonable. As more tech companies continue to enter this space, we will look to issuing RFP in the future.

**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) or (026) – 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'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

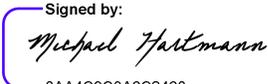
1. The signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	<i>Michael A. Duguay</i>		
Typed Name:	Michael A. Duguay, Commissioner	Date:	02/10/26

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:  0AA4C3C8A6C2460...		
Typed Name:	Michael Hartmann	Date:	2/18/2026

# PJF-Community Geo 2.11.26

Final Audit Report

2026-02-10

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