

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:		Dept. of Public Safety, Maine Drug Enforcement Agency			
Department Contract Administrator or Grant Coordinator:		Roy E. McKinney			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	9,000.00	Advantage CT / RQS #:	20210527000000003427		
CONTRACT	Proposed Start Date:	7/1/2021	Proposed End Date:	6/30/2022	
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:		Bangor Police Department 240 Main Street, Bangor ME 04401			
Brief Description of Goods/Services/Grant:		Professional Services, Not by State – Task Force Investigative Agent			

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
	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	X	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

Additional funds are necessary to cover the cost of the agent's services for salary and payroll costs due to a salary increase by the assigning department resulting from a ratified contract. New reimbursed hourly rate is \$34.70.

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

Maine Drug Enforcement Agency does not have the staffing needed to address the requirement and is sub-contracting out the labor using available trained resources from municipal, county and state law enforcement agencies allowing a demographic advantage in detecting and prosecuting drug offenders. The Provider's officer shall be compensated in a manner equivalent up to that of a Maine State Police Detective pursuant to 25 M.R. S.A., chapter 353.

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

The Provider's officers shall be compensated in a manner equivalent up to that of a Maine State Police Detective pursuant to 25 M.R. S.A., chapter 353. Reimbursement of expenses to be requested are not to exceed that of a Maine State Police Detective, \$10.00 per hour special unit pay (clandestine lab assignment), plus employer paid contractual costs associated with the officer's hourly rate and that of a Maine State Police Detective. On a monthly basis, the Provider shall invoice to the MDPS MDEA its contractual costs of assigning its officer. Invoices shall provide sufficient detail as to salary costs and employer paid and shall be accompanied by supporting documentation to include a copy of the MDPS MDEA Time Record.

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

The Agency will continue to evaluate the need to sub-contract the position.

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 L. Coates	Date:	3/1/2022
Signature of DAFS Procurement Official:	DocuSigned by: <i>Kathy Paquette</i>		
Printed Name:	Kathy Paquette <small>41C2BA36FAF44CD...</small>	Date:	3/7/2022