



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

# DIVISION OF 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 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 intranet site (Forms page) for additional instructions.*

PART I: OVERVIEW			
Department Office/Division/Program:		Department of Public Safety- Maine State Police	
Department Contract Administrator or Grant Coordinator:		Major Scott Gosselin Starla Dorval	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 16,381.63	Advantage CT / RQS #:	RQS-16A-20230206*0955
CONTRACT	Proposed Start Date:	4/9/2023	Proposed End Date: 4/8/2024
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:		PowerDMS, Inc Orlando FL	
Brief Description of Goods/Services/Grant:		Maine State Police Accreditation Software and Support	

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. 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.

The Maine State Police desires to become an accredited law enforcement agency. This cloud-based software will be the main tool that will be used to manage our efforts to become an accredited law enforcement agency.

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

This software is specifically designed to allow us to manage workflows and approvals while demonstrating compliance with the Maine Law Enforcement Accreditation Program Standards. MLEAP standards module is only available to us through POWERDMS.

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

The price we received was less than we can get through the Master Agreement OIT has with a reseller (SHI) if we do this purchase direct. Failure to take advantage of this quote will result in a higher cost to the State.

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

This is an ongoing program renewal annually. Should we become aware of some other accreditation software program that is less expensive we would consider the overall cost of changing over.



### PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

- Yes – If Yes, please attach the approved Business Case(s).
- No – If No, proceed to Part V.

### PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	 Michael Sauschuck (Feb 6, 2023 13:24 EST)		
Typed Name:	Michael Sauschuck	Date:	Feb 6, 2023
Signature of DAFS Procurement Official:	DocuSigned by:  EA813178102243C...		
Typed Name:	Joseph Zrioka, Director of IT Procurement	Date:	3/24/2023






# PowerDMS PJF 2023

Final Audit Report

2023-02-06

Created:	2023-02-06
By:	Starla R Dorval (Starla.R.Dorval@maine.gov)
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