



### 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 – Maine State Police	
Department Contract Administrator or Grant Coordinator:		Lt. Gregory Roy Alexander Gibson	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 14,500	Advantage CT / RQS #:	20250313*1300
CONTRACT	Proposed Start Date:	<b>3/12/2025</b>	Proposed End Date: 3/12/2026
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:		Makor K9 of West Virginia, White Oak, WV VS0000030205	
Brief Description of Goods/Services/Grant:		Dual Purpose Green K9	

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 sources police K9s from vendors throughout the country. The K9 Unit undergoes extensive screening to ensure the K9 selected is appropriate for the needs of the agency. This K9 was purchased to replace a police K9 after it was shot and killed in the line of duty. The Maine State Police was offered a grant to cover the purchase price of the K9. Due to miscommunication, the Maine State Police believed the grant would pay the invoice directly. After the selection of the K9 and taking possession of it, the Maine State Police learned that they would have to purchase the K9 and be reimbursed for the purchase price.

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

The Maine State Police K9 Unit communicated with and visited multiple vendors of police K9s. This vendor was selected as they had K9s that met the specific needs of the agency and were within the price parameters of the grant.

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

The negotiated costs are consistent with fair market value.

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

The Maine State Police K9 unit will continue to seek out multiple vendors for K9 purchases and select K9 appropriate for their needs.

### 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):			
Typed Name:	Michael Sauschuck, Commissioner	Date:	26/03/2025
Signature of DAFS Procurement Official:	<div data-bbox="555 541 760 638"> <p>DocuSigned by:                        7B0189231C9846A...</p> </div>		
Typed Name:	Joan Bolduc	Date:	3/28/2025






# Makor K9 PJF - Unsigned

Final Audit Report

2025-03-26

Created:	2025-03-26
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## "Makor K9 PJF - Unsigned" History

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