



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:		IFW / Warden Service / ERT	
Department Contract Administrator or Grant Coordinator:		Lt Aaron Cross, Maine Warden Service	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 61,928.31	Advantage RQS #:	20230315*1107
CONTRACT	Proposed Start Date:	3/15/2023	Proposed End Date: 8/31/2023
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:		FARO Technologies, Inc. 250 Technology Park Lake Mary FL 32746-7115 Phone No: 407-333-9911	
Brief Description of Goods/Services/Grant:		FARO Laser Scanner Focus Premium (Scene Scanner) Multi-year maintenance plan Multiple accessories for optimal field performance	

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.

Warden Service will use the funds to purchase one FARO Focus Premium Laser Scanner, battery power block, carbon fiber tripod and accessories, 3D scale bar kit, laser scanner training, premium complete care 3 year maintenance plan, and a 3 year upgrade package.

FARO units produce a virtual 3-D model that can be manipulated (adding bodies, trajectory data/measurements, etc.). The scans can be in color with a built-in camera (up to 165 megapixels). Scans can also be done in complete darkness, producing black and white images with the laser scanner. Laser scanners can be operated in temperatures from 0-131 degrees Fahrenheit, with a battery life of around 4.5 hours.

The final product of the scanners is similar to that shown on real-estate sites that have virtual walk-throughs of homes. If the scanner is moved (after each scan) to a location where you can see the last location, you can normally "stitch" the images together to create a fluid scene. This provides a judge and/or jury a clear picture of the scene and the sequence of events/relevance of items of evidence to each other. At a house shooting in Jackman, we were able to use the scanner to document the scene, beginning at where we believe that the firearm was discharged, through the entire house, and out of the back side of the residence. Afterwards, we were able to insert trajectory data and various vehicles to determine if the shot was the result of a drive-by shooting. There are also tools in the software that allow us to take measurements within the scene (e.g. how far the bullet hole is from the corner of the house).

In 2021, Maine Warden Service purchased a FARO Laptop with necessary software in order to move forward with processing scenes with the goal of purchasing the full scanner unit in the future. This laptop with appropriate software allows Maine Warden Service to process the data gathered by the FARO scanner. The data processing is the lengthiest portion of the process. With the laptop, we have processed several scenes scanned by the Maine State Police since the purchase.

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

FARO units are the most effective and efficient way of processing scenes. They produce a professional product that is easy to understand. Probably the biggest reason why we need to purchase the scanner through FARO is due to the fact that we have already invested significant funds and training towards the goal of having the complete package with the purchase of the FARO laptop and associated software in 2021. Another significant reason we need to purchase this equipment through FARO is the compatibility with our partner agencies in the state. Maine Warden Service ERTs are associate members of the Maine State Police ERT and therefore train together several times a year with equipment that is used to process crime and crash scenes. Maine State Police Sergeant Scott Bryant is willing to write a letter of support for this equipment. The State Police are also willing to assist us with training to become proficient with the equipment. Please let me know if you have any questions.

PART III: SUPPLEMENTAL INFORMATION

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

Maine Warden Service has been in contact and worked through a local representative from FARO for the northeast region to receive the most reasonable rates available. This rep also has local knowledge of the region and is a former law enforcement officer who understands our needs. Warden Service used the same rep to purchase the FARO software and associated laptop in 2021 with positive results.

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

Maintain contact with local rep and advocate for the specific services and functions that we need from the equipment.

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

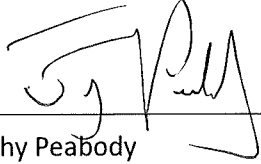
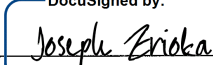
Does this request utilize ARPA/MJRP funds?

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):			
Typed Name:	Timothy Peabody	Date:	3/15/2023
Signature of DAFS Procurement Official:	DocuSigned by: 		
Typed Name:	Joseph Zrioka, Director of IT Procurement	Date:	4/12/2023

