



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES  
**OFFICE OF STATE PROCUREMENT SERVICES**  
 STATE OF MAINE

**PROCUREMENT JUSTIFICATION FORM (PJF)**

This form must accompany all contract requests and sole source requisitions (RQS) over \$10,000 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:		Public Safety – Maine State Police	
Department Contract Administrator or Grant Coordinator:		Lt. Micah Perkins Sarah R. Lane	
(If applicable) Department Reference #:			
Agency Department Code:	16A	Advantage CT / RQS #:	CT 16A 20260331*2034
Amount: (Contract/Amendment/Grant)		\$12,500.00	
<b>CONTRACT</b>	Proposed/Original Start Date:	9/1/2026	Proposed/Most Recent End Date: 8/31/2027
<b>AMENDMENT</b>	New Effective Date:		New End Date (if Applicable):
<b>GRANT</b>	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		VC0000218351 Dirigo Safety, LLC 95 Maine St. Suite 3 Auburn, ME 04210	
Brief Description of Goods/Services/Grant:		Pyxis Interview Training	

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
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Please respond to ALL of the questions in the following sections.

<b>PART III: SUPPLEMENTAL INFORMATION</b>
<p>1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.</p>
<p>The Maine State Police require specialized interview training services for all MCU Detectives. This training is designed to enhance the effectiveness, consistency, and compliance of hiring and interviewing practices. This training is designed to equip hiring managers and interview panel members with structured interviewing techniques, bias mitigation strategies, and evidence-based candidate evaluation methods.</p>
<p>2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.</p>
<p>Pyxis training for Maine State Police detectives is justified under sole source authority due to the unique qualifications, proprietary methodologies, and demonstrated expertise of Pyxis Interview Training in delivering interviews that aligns with the agency's specific needs. We are aware of no other companies that offer this specified training. Dirigo Safety is uniquely qualified to deliver Pyxis training for the following reasons:</p> <ol style="list-style-type: none"> <li>1. Proprietary Methodologies: Pyxis utilizes a structured interview framework that is proprietary and training content that is proprietary and not available through other vendors.</li> <li>2. Specialized Expertise: Pyxis trainers possess extensive experience in organizational psychology, structured hiring, and workforce development, ensuring high-quality, research-backed instruction.</li> <li>3. Customization Capability: Pyxis offers tailored training solutions that align with the organization's mission, hiring policies, and competency frameworks.</li> <li>4. Proven Effectiveness: Pyxis has a demonstrated track record of improving hiring outcomes, increasing interviewer consistency, and reducing bias in candidate evaluations.</li> <li>5. Continuity and Integration: Pyxis has previously provided related training services, continued use ensures consistency in methodology and avoids disruption in training standards and implementation.</li> </ol> <p>Failure to procure Pyxis training would result in:</p> <ul style="list-style-type: none"> <li>• Inconsistent interview practices across the organization</li> <li>• Increased risk of biased or non-compliant hiring decisions</li> <li>• Additional time and cost required to identify and adapt alternative training solutions</li> <li>• Potential degradation in hiring quality and candidate experience</li> </ul> <p>A review of available training providers was conducted. While other vendors offer general interview training, none provide the same combination of proprietary tools, customization, and alignment with the organization's specific requirements as Pyxis. Alternative providers lack the depth of specialization or would require significant adaptation, resulting in increased cost and reduced effectiveness.</p>

**PART III: SUPPLEMENTAL INFORMATION**

Based on the unique capabilities, proprietary approach, and alignment with organizational needs, Pyxis is the only vendor capable of fulfilling this requirement effectively. Approval of this sole source procurement is recommended.

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

The pricing provided by Pyxis has been evaluated and determined to be fair and reasonable based on the level of expertise, customization, and outcomes delivered. Comparable training programs do not offer adequate or equivalent value at similar cost levels.

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

If comparable services become available from other providers, the Maine State Police will utilize statutorily correct competitive bid processes at that time.

**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>Derek A Gorneau</i>		
Typed Name:	Derek Gorneau	Date:	03/31/26
2. Additional signature required <b>ONLY if box E (Emergency) is selected in PART II</b> . The signature below indicates approval by the Department's Commissioner, or the <u>designee specifically authorized to approve emergency procurement requests</u> .			
Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	

**\*\*OSPS Section Only\*\***

Signature of DAFS Procurement Official:	DocuSigned by: <i>Michael McNeil</i>		
Typed Name:	Michael McNeil	Date:	5/21/2026

NOI 0520260329 5/21-5/27






# PJF Dirigo Safety LLC - MSP SC

Final Audit Report

2026-03-31

Created:	2026-03-31
By:	Sarah Lane (sarah.r.lane@maine.gov)
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