



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 Crime Laboratory | |
| Department Contract Administrator or Grant Coordinator: | | LT. Michael Zabarsky Alex Gibson | |
| (If applicable) Department Reference #: | | | |
| Agency Department Code: | 16A | Advantage CT / RQS #: | MA 18P130529*282 |
| Amount: (Contract/Amendment/Grant) | \$264,000 | | |
| CONTRACT | Proposed/Original Start Date: | 5/30/2013 | Proposed/Most Recent End Date: 5/31/2026 |
| AMENDMENT | New Effective Date: | 6/1/2026 | New End Date (if Applicable): 5/31/2027 |
| GRANT | Project Start Date: | | Grant Start Date: |
| | Project End Date: | | Grant End Date: |
| Vendor/Provider/Grantee Name, City, State: | | Promega Corp PO Box 689768 Chicago, IL 60695-9768 | |
| Brief Description of Goods/Services/Grant: | | Kits, reagents, and consumables for forensic DNA analysis, and annual service agreements for the Maxwell RSC 48 and Maxprep instruments. | |

| PART II: JUSTIFICATION FOR VENDOR SELECTION | | | |
|--|----------------------------------|-------------------------------------|----------------------------------|
| Check the box below for the justification(s) that apply to this request. (Check all that apply.) | | | |
| <input type="checkbox"/> | A. Competitive Process | <input checked="" type="checkbox"/> | G. Grant |
| <input checked="" 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 |
|--------------------------|---|--------------------------|------------------------|

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 Crime Laboratory seeks to renew its Master Agreement with Promega Corporation for the provision of DNA consumables. The DNA consumables, valued at roughly \$264,000 per year, including DNA profiling kits, DNA extraction kits, DNA quantification kits, and critical reagents essential for forensic DNA analysis. These kits and reagents are necessary for the extraction, quantification, and DNA profiling of samples from forensic casework, convicted offenders, and missing/unidentified people. Many of these reagents are required to run operate the lab’s existing Maxwell RSC48 extraction instrument and Maxprep liquid handling instrument. These consumables are specifically designed for high-quality, high-yield DNA purification and analysis.

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.

The Maine State Police Crime Laboratory is the only full-service, accredited forensic laboratory in Maine is responsible for analyzing evidence for all state and local law enforcement agencies. Maine law mandates the lab to conduct DNA analysis. The DNA Consumables from Promega are integral to the lab’s forensic biology section, enabling efficient and accurate DNA extraction, purification, and profiling. These supplies are specifically validated for use with the lab’s Promega instrumentation, ensuring compatibility, reproducibility, and compliance with national accreditation standards. Substituting these consumables with alternatives would require costly and time-consuming revalidation, causing major delays in casework, potential loss of accreditation, and cease operations, thereby inhibiting the judicial process.

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

DNA quantification, extraction, and profiling systems from other manufacturers are priced similarly to those of Promega Corp. The pricing for consumables is established under an existing Master Agreement that resulted from competitive solicitation RFQ 16A 130514-1004.

This agreement leverages volume discounts and standardized rates available to state agencies, ensuring costs align with or are below market rates for comparable DNA reagents and consumables. Promega is a leading supplier for the forensic science industry and its pricing reflects specialized, high-quality products validated for forensic applications, subject to stringent regulatory and accreditation standards.

The cost under the current Master Agreement has only increased modestly (4.98% this year) in line with inflationary and industry trends. This stability combined with Promega’s reliable delivery and technical support minimizes operational risks and supports cost predictability for budgeting purposes.

Funding for the Master Agreement renewal is allocated through a combination of the Maine State

PART III: SUPPLEMENTAL INFORMATION

Police Crime Laboratories operating budget and federal grant resources. A large portion of the consumables will be purchased using federal grant funds from the CEBR (Capacity Enhancement & Backlog Reduction) grant.

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

If the instruments are replaced with competitor brand instrumentation, a competitive process for goods and services will ensue

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

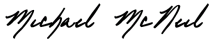
1. The signature below indicates approval of this procurement request.

| | | | |
|--|---------------------------------|-------|-----------|
| Signature of requesting Department’s Commissioner (or designee): | <i>Michael Sauschuck</i> | | |
| Typed Name: | Michael Sauschuck, Commissioner | Date: | 5/22/2026 |

2. Additional signature required **ONLY if box E (Emergency) is selected in PART II.** The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.

| | | | |
|--|--|-------|--|
| Signature of requesting Department's Commissioner (or designee): | | | |
| Typed Name: | | Date: | |

****OSPS Section Only****

| | | | |
|---|---|-------|-----------|
| Signature of DAFS Procurement Official: | <small>DocuSigned by:</small>  <small>7008796FB36A449...</small> | | |
| Typed Name: | Michael McNeil | Date: | 5/22/2026 |

NOI 0520260341 5/22-5/28





PJF Promega 26_27

Final Audit Report

2026-05-22

| | |
|-----------------|---|
| Created: | 2026-05-22 |
| By: | Alexander Gibson (Alexander.T.Gibson@maine.gov) |
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