



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:	Lt. Jason Richards Starla Dorval		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 12,029.04	Advantage CT / RQS #:	CT 16A 20210616*3711
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	7/1/2021	Effective Date:
	Previous End Date:	3/31/2023	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:	City of Kennebec DBA Sheriff's Dept. Augusta ME		
Brief Description of Goods/Services/Grant:	Computer Forensic Investigation		

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 checked="" type="checkbox"/>	G. Grant
<input checked="" type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input 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.

Public Law 676, passed in 2006, established the Maine State Police Computer Crimes Unit (MSPCCU) as the State’s primary investigative/forensic unit for computer-related crimes, including child exploitation, financial fraud, and network intrusions. Three-quarters of the cases investigated by the MSP CCU involve computer aided child predator cases. Current State-funded staffing of investigator (detective) positions is insufficient to keep pace with the number of child predator crimes (and other computer aided crimes).

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

Adding monies to pay last two invoices on this CT and close it out. There is a new CT with start date 4/1/23. CT 16A 20230112*1881

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

The Provider’s officer, Deputy Laurie Northrup, shall be compensated in a manner equivalent up to that of a Maine State Police Detective (Salary Specification 33, Grade 22, Step 7 or the highest step outlined for this classification under the most recently ratified MSTA contract). Reimbursement of expenses to be requested not to exceed the following: that of a Maine State Police Detective (Salary Specification 33, Grade 22, Step 7). MSP will not be participating in buyouts of annual sick leave or unused vacation, all FICA, workers comp, retirement and clothing allowance, and an annual administrative fee of \$1937. Also, included in this contract is \$5,000 per year for pre-approved overtime at a pay rate of the officer’s base salary rate mentioned above at time and a half.

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

We will continue to evaluate the need to sub-contract the positions out.
Click or tap here to enter text.

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


Does this request utilize ARPA/MJRP funds?

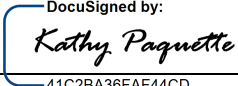
Yes – If Yes, please attach the approved Business Case(s).

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):	 <u>Michael Sauschuck (Jun 12, 2023 10:19 EDT)</u>
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Typed Name:	Michael Sauschuck	Date:	June 12, 2023
Signature of DAFS Procurement Official:	 41C2BA36FAF44CD...		
Typed Name:	kathy Paquette	Date:	6/15/2023