



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 \$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: | | Dept. of Public Safety, Maine State Police Crime Lab | | |
| Department Contract Administrator or Grant Coordinator: | | Lt. Michael Zabarsky Alexander Gibson | | |
| (If applicable) Department Reference #: | | n/a | | |
| Amount: (Contract/Amendment/Grant) | | \$ 34,029.60 | Advantage CT / RQS #: | RQS 16A 20250402*1413 |
| CONTRACT | Proposed Start Date: | 4/1/2025 | Proposed End Date: | 8/29/2025 |
| 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: | | Versaterm Public Safety US, Inc (formerly JusticeTrax) 1 N. MacDonald Dr., STE 500 Mesa, AZ 85201 Mary Cook (480) 222-8921 mary.cook@versaterm.com | | |
| Brief Description of Goods/Services/Grant: | | LIMS-plus DNA - Software installation, configuration, and training services for a paperless DNA LIMS system. | | |

| 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 LIMS-Plus DNA Module will enable DNA Analysts to create a batch of casework samples once and carry that same list through the entire examination, extraction, quantification, amplification, and electrophoresis steps using worksheets that are custom designed for our laboratory, thereby creating a paperless work environment that increases efficiency and throughput as well as facilitates automatic discovery for the court system.

The Versaterm LIMS-Plus DNA Module will increase the capacity of the laboratory by generating lists of casework samples for downstream instrumentation (i.e., Maxwell RSC48 extraction robot, Maxprep liquid handler, QuantStudio qPCR Thermal Cycler, Rotor Gene Thermal Cycler, ProFlex Thermal Cycler, and 3500 Genetic Analyzer), eliminating the need to repeatedly type or handwrite multiple casework samples on separate worksheets for each stage of analysis (examination, extraction, quantification, amplification, and electrophoresis).

The LIMS Plus DNA Module will reduce transcription errors, typos, and missed samples while increasing the efficiency of lab work.

This module has been approved by federal grant managers for purchase under the FY2023 CEBR (backlog reduction) grant as it will create efficiencies that will greatly increase throughput and help to reduce the number of backlogged cases in the DNA section.

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

Versaterm Public Safety US, Inc (formerly Justice Trax) is the sole provider for forensic evidence tracking products and services to the Crime Lab. We have worked closely with this vendor since 2007 and with State of Maine OIT approval. Our system is integrated with MainelT services, and the Portal feature is integrated with the State Police FileOnQ evidence software for all Troopers. It is not possible to provide this service and software maintenance elsewhere.

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

Versaterm Public Safety US, INC (formerly JusticeTrax) has not raised prices for years but is now expanding their products and service capabilities, hence their pricing is increasing through 2026 at which time they expect customers to convert to a cloud solutions platform. This vendor is controlling their increased costs at present 7% annually over the next 3 years for us. They have quoted a locked in rate for the recurring LIMS-Plus DNA user license fees for three (3) years to control price increases over that time period.

PART III: SUPPLEMENTAL INFORMATION

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

We will continue to use Versaterm Public Safety US, INC (formerly JusticeTrax) as long as we are using their evidence product for evidence tracking in the lab and integration with the State Police FileOnQ evidence system. **Pending discussion with OSPS. JAZ**

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:

Apr 16, 2025

Signature of DAFS
Procurement Official:

DocuSigned by:

EA813178102243C...

Typed Name:

Joseph Zrioka, Director of IT Procurement

Date:

6/4/2025






PJF LIMS-Plus DNA (UPDATED) - unsigned

Final Audit Report

2025-04-16

| | |
|-----------------|---|
| Created: | 2025-04-16 |
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