



## 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:		Maine Dept. Public Safety – Maine State Police		
Department Contract Administrator or Grant Coordinator:		Lt. Gregory Roy Alexander Gibson		
(If applicable) Department Reference #:				
Agency Department Code:	16A	Advantage CT / RQS # :	RQS 16A 20250710*63	
Amount: (Contract/Amendment/Grant)		\$10,5000		
CONTRACT	Proposed/Original Start Date:	7/9/2025	Proposed/Most Recent End Date:	7/9/2025
AMENDMENT	New Effective Date:		New End Date (if Applicable):	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Makor K-9 of West Virginia, White Oak, WV VS0000030205		
Brief Description of Goods/Services/Grant:		Single Purpose Green K9		

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

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 sources police K9s from vendors throughout the country. The K9 Unit undergoes extensive screening to ensure the K9 selected is appropriate for the needs of the agency. This K9 was purchased to replace a police K9 after it was deemed unfit for duty and fills a need for a narcotics detection K9. This K9 will be assigned to a State Police member assigned to Maine Drug Enforcement to aid in the mission of both the State Police and Maine Drug Enforcement.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/Rfq) number and the date of award notification, if applicable.

The Maine State Police K9 Unit communicated with and visited multiple vendors of police K9s. This vendor was selected as they had K9s that met the specific needs of the agency.

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

The negotiated costs are consistent with fair market value.

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

The Maine State Police K9 unit will continue to seek out multiple vendors for K9 purchases and select K9 appropriate for their needs. Due to the unique aspect of selecting police K9s, it is not practical to solicit bids for purchase and the only manner for acquiring a police K9 is to travel to vendors with K9's available and screen those K9s to fit the needs of the agency. Once located, those K9s need to be acquired immediately as they will not be available if there is a delay.

### 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 signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	 <a href="#">Michael Sauschuck (Jul 10, 2025 10:48 EDT)</a>		
Typed Name:	Michael Sauschuck, Commissioner	Date:	7/10/2025

**PART VII: EMERGENCY – Required only if selecting E. Emergency Justification**

The signature below indicates approval by the Commissioner or designee of this procurement request.

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

Signature of DAFS Procurement Official:	 <small>7B0189231C9846A...</small>		
Typed Name:	Joan Bolduc	Date:	7/17/2025






# Makor K-9 PJF

Final Audit Report

2025-07-10

Created:	2025-07-10
By:	Alexander Gibson (Alexander.T.Gibson@maine.gov)
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