



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:		Maine State Police Crime Laboratory - DPS		
Department Contract Administrator or Grant Coordinator:		Lt. Michael Zabarsky Alex Gibson		
(If applicable) Department Reference #:		N/A		
Agency Department Code:	16A	Advantage CT / RQS #:	20260630*2030	
Amount: (Contract/Amendment/Grant)		\$36,750.00		
CONTRACT	Proposed/Original Start Date:	8/1/2026	Proposed/Most Recent End Date:	8/1/2027
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:		TriTech Forensics 3811 International Blvd Unit 100 Leland, NC 28451 910-457-6600 800-438-7884		
Brief Description of Goods/Services/Grant:		Maine State Sex Crimes Evidence Collection Kits		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
☐	A. Competitive Process	☐	G. Grant
☐	B. Amendment	☐	H. State Statute/Agency Directed
☒	C. Single Source/Unique Vendor	☐	I. Federal Agency Directed
☐	D. Proprietary/Copyright/Patents	☐	J. Willing and Qualified

☐	E. Emergency	☐	K. Client Choice
☐	F. Higher Education Cooperative Project	☐	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 Chemistry Unit is responsible for the procurement, inventory management, distribution, tracking, and forensic processing of victim sexual assault evidence collection kits. These kits are distributed to hospitals and law enforcement agencies throughout Maine for use in the investigation of sexual assault cases. Upon completion, the kits are returned to the Crime Laboratory, where they are tracked and processed as part of the forensic examination of evidence.

The purchase of Tri-Tech sexual assault evidence collection kits is essential to ensure the continued availability of standardized evidence collection materials for healthcare providers and law enforcement personnel across the state. Maintaining an adequate supply of these kits supports the timely collection, preservation, and analysis of evidence, which is critical to the investigation and prosecution of sexual assault offenses.

Tri-Tech is the only vendor currently identified that can provide all required components of the Maine State Sex Crimes Evidence Collection Kit as a complete, customized package. Several companies that previously supplied custom sexual assault evidence collection kits to state agencies have discontinued this service, significantly reducing the number of available vendors. As a result, the requested quantity has been increased to 1,000 kits to ensure an adequate supply and mitigate the risk of future supply-chain disruptions or vendor availability issues.

Procuring kits from a single vendor ensures consistency in evidence collection, chain-of-custody documentation, inventory management, and laboratory processing procedures. Without these kits, hospitals and law enforcement agencies would be unable to effectively collect and submit evidence for forensic analysis, significantly impacting the investigation and prosecution of sexual assault cases throughout Maine.

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.

A formal competitive solicitation (RFQ 16A 260408-256) was posted twice for this commodity and yielded no bids.

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

The Chemistry Unit obtained a current quote from Tri-Tech, Inc. for the purchase of sexual assault evidence collection kits. The quoted pricing is consistent with the laboratory's historical

PART III: SUPPLEMENTAL INFORMATION

expenditures for these kits and reflects a fair and reasonable cost for a specialized product that is critical to the collection and preservation of forensic evidence.

In addition, Tri-Tech provides a complete, customized kit that meets all specifications required by the Maine State Police Crime Laboratory. The quoted price includes all necessary kit components without any recurring annual maintenance, licensing, or service fees.

Given the limited number of vendors capable of supplying customized sexual assault evidence collection kits and Tri-Tech's ability to provide a complete kit that meets the laboratory's requirements, the proposed pricing represents the best overall value to the State while ensuring continuity of forensic services and evidence collection throughout Maine.

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

The Maine State Police Crime Laboratory will continue to evaluate the marketplace for vendors capable of providing customized sexual assault evidence collection kits that meet the laboratory's operational and forensic requirements. Prior to future procurements, the laboratory will conduct market research to identify any new or existing vendors that can supply a complete kit containing all required components and documentation.

The laboratory recognizes the importance of promoting competition whenever practicable and will pursue a competitive procurement process if additional qualified vendors become available. However, at this time, Tri-Tech is the only known vendor capable of providing a complete, customized kit that meets the laboratory's specifications. The Crime Laboratory will continue to monitor industry changes and vendor capabilities to ensure future procurement opportunities are evaluated for competitive sourcing whenever possible.

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:	6/30/2026

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:	DocuSigned by: <i>Michael McNeil</i> 7008796FB36A449...		
Typed Name:	Michael McNeil	Date:	7/8/2026

NOI 0720260510 7/8-7/14

Tri-Tech Sex Crimes Evidence Collection Kits PJF

Final Audit Report

2026-06-30

Created:	2026-06-30
By:	Alexander Gibson (Alexander.T.Gibson@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAXrvYNaC559yaCc4XJDGgiATA0Lw3MkY3

"Tri-Tech Sex Crimes Evidence Collection Kits PJF" History

-  Document created by Alexander Gibson (Alexander.T.Gibson@maine.gov)
2026-06-30 - 11:57:32 AM GMT
-  Document emailed to Michael Sauschuck (michael.sauschuck@maine.gov) for signature
2026-06-30 - 11:57:36 AM GMT
-  Email viewed by Michael Sauschuck (michael.sauschuck@maine.gov)
2026-06-30 - 12:15:29 PM GMT
-  Document e-signed by Michael Sauschuck (michael.sauschuck@maine.gov)
Signature Date: 2026-06-30 - 12:15:55 PM GMT - Time Source: server - Signature Appearance Selected: MOBILE_IMAGE
-  Agreement completed.
2026-06-30 - 12:15:55 PM GMT