



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:	Dept. of Public Safety, Drug Enforcement Agency			
Department Contract Administrator or Grant Coordinator:	Director Scott Pelletier			
(If applicable) Department Reference #:				
Agency Department Code:	16A	Advantage CT / RQS #:	RQS-20260713000000000061	
Amount: (Contract/Amendment/Grant)	\$17,229.80			
CONTRACT	Proposed/Original Start Date:	8/5/2026	Proposed/Most Recent End Date:	8/4/2027
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:	Tracker Products LLC PO Box 1026 Florence, Kentucky 41022			
Brief Description of Goods/Services/Grant:	Tracker SAFE "Cloud Based" CAL Licenses			

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
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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.

In 2008, the Maine Drug Enforcement Agency identified a need to improve the management of items that it seized during criminal investigations that is not possible with the paper-based system that was in use. An electronic application that utilized bar code technology, hosted outside Maine IT was identified as the answer.

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.

In, 2009, Tracker Products LLC product was identified as the cost effect answer to the professional responsibility of effectively managing the thousands of exhibits seized/recovered by the Agency while conducting investigations of drug crimes. With a solid reputation of its product and customer service, Tracker Products LLC with the use of concurrent user licenses were acquired in 2009 and the system was implemented beginning in January 2010.

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

Tracker Products LLC continues to price its product at a fair and reasonable cost. In 2026 cost reflects a 5% increase (\$820.45) due to rising costs and inflation. It would not be cost effective to move to another application if one could be identified as robust as Tracker Products/SAFE.

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

The Maine Drug Enforcement Agency will continue to pursue opportunities for continuous improvement of technology and its costs through networking with other law enforcement associations and alliances. The Department has implemented a records management system (RMS) awarded by competitive bid to Spillman Technologies. This RMS has an evidence management module that is not as robust as Tracker Products LLC with other state law enforcement groups including Maine State Police and Fire Marshal's Office not using it but relying on other vendor products to deliver this much needed application.

[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, 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):

Derek Gorneau

Typed Name:

Derek Gorneau

Date:

Jul 13, 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:

Thomas Paquette

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Typed Name:

Thomas Paquette

Date:

7/21/2026

Tracker Products License Renewal 2026 (PJF)

Final Audit Report

2026-07-13

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"Tracker Products License Renewal 2026 (PJF)" History

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