



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:		Transportation/Safety/Traffic	
Department Contract Administrator or Grant Coordinator:		MaineDOT CA: Robert Skehan MaineDOT CS: Cassie Diaz MaineIT IT Contact: Jonathan Ives	
(If applicable) Department Reference #:		46543	
Agency Department Code:	17A	Advantage CT / RQS #:	20240411000000002827
Amount: (Contract/Amendment/Grant)		\$1,600,000	
CONTRACT	Proposed/Original Start Date:	3/1/2023	Proposed/Most Recent End Date: 2/29/2028
AMENDMENT	New Effective Date:	7/29/2026	New End Date (if Applicable): N/A
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		LexisNexis Risk Solutions, Inc Alpharetta, GA 30005	
Brief Description of Goods/Services/Grant:		Software maintenance and enhancement services	

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 Department of Public Safety (DPS) collects reports on vehicle crashes occurring on Maine roadways. Crash reports are submitted by law enforcement agencies statewide using a custom system, the Maine Crash Reporting System (MCRS), which is maintained by LexisNexis. MCRS is the system of record for vehicle crash data in Maine

MaineDOT (the Department) uses MCRS data to perform data driven safety analysis on the MaineDOT road network including all public roads through its MaineCRASH application which is also maintained by LexisNexis.

The MCRS and MaineCRASH applications are linked through a data synchronization process.

The Department's data driven safety analysis supports 1.) the development of State and Federal performance measurements, 2.) the optimization of safety in its capital and maintenance work, and 3.) the justification and use of Federal safety funds.

As part of a broad modernization initiative funded through a National Highway Traffic Safety Administration (NHTSA) State Electronic Data Collection (SEDC) grant, MaineDOT seeks to improve its MaineCrash location and data management, and analysis and reporting capabilities.

The MaineCrash application will undergo a significant update to align with the new data elements and schema introduced by the Maine Crash Reporting System Version 3 (MCRS 3) that will create compliance with MMUCC version 6 (Model Minimum Uniform Crash Criteria) and will take advantage of modern web technologies.

By integrating with the MCRS 3 database and incorporating the expanded crash data elements, the updated Maine Crash Analysis and Reporting Application will provide MaineDOT and other stakeholders with a more comprehensive and powerful tool for analyzing crash data, identifying high-risk areas, and supporting data-driven decision-making processes to improve roadway safety across the state.

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.

It is critical that the Department of Public Safety's MCRS system and MaineDOT's MaineCrash system both be maintained by the same vendor to ensure continued integration between the Departmental systems. LexisNexis maintains both systems.

This amendment covers upgrades to MaineDOT MaineCrash system and aligns with similar upgrades to the Department of Public Safety's MCRS system which is being done through an amendment of DPS's existing contract with LexisNexis (ITP-265937).

PART III: SUPPLEMENTAL INFORMATION

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

The level of effort estimated and costs for each task in this amendment are in accordance with the previously agreed to terms for enhancement service rates our current contract with the vendor and are consistent with similar enhancement upgrade activities with other applications used by MaineDOT.

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

Annually the Department does an analysis to ensure that the current system meets State and Federal standards. If updates are necessary the Department works with the vendor to ensure the system is in compliance. Department has worked with internal MainIT and system support is not available in house. State will continue to do analysis on the system and when systems become obsolete, or if the vendor fails to meet the performance requirements, then the State would issue an RFP to replace the systems.

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):

Typed Name: William Pulver, Chief Engineer

Date:

7-24-2026

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:



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Typed Name: Nancy Tan, Director IT Procurement

Date:

7/27/2026

Certificate Of Completion

Envelope Id: 752AC9E7-6EEA-8BEC-81FA-F61E33A9DFF8

Status: Completed

Subject: Complete with Docusign: ITP-266509 LexisNexis PJF for Docusign.pdf

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Document Pages: 4

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marcello genovese

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Nancy.Tan@maine.gov

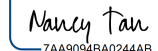
Director of IT Procurement

DAFS Procurement Services

Security Level: Email, Account Authentication
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Signature

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Sent: 7/27/2026 9:42:48 AM

Viewed: 7/27/2026 1:38:29 PM

Signed: 7/27/2026 1:38:58 PM

Electronic Record and Signature Disclosure:

Accepted: 12/17/2020 2:42:29 PM

ID: d76e019d-41f6-4433-a7cc-f299bfc60565

In Person Signer Events

Signature

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Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

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marcello genovese

marcello.genovese@maine.gov

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IT Procurement

ITProcurement@maine.gov

Security Level: Email, Account Authentication
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Daniel Toth

Daniel.Toth@maine.gov

Security Level: Email, Account Authentication
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Carbon Copy Events	Status	Timestamp
Accepted: 6/26/2026 4:15:43 PM ID: 5e4e0423-48f9-4c6f-a48b-f46b5cb3a9cd Jonathan A Ives Jonathan.A.Ives@maine.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/15/2026 9:49:27 AM ID: 001df0af-b0ff-442b-af19-5bf6d17c8d09	COPIED	Sent: 7/27/2026 1:39:03 PM
Cassie Diaz Cassie.Diaz@maine.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 7/27/2026 1:39:03 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/27/2026 9:42:48 AM
Certified Delivered	Security Checked	7/27/2026 1:38:29 PM
Signing Complete	Security Checked	7/27/2026 1:38:58 PM
Completed	Security Checked	7/27/2026 1:39:03 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carahsoft OBO Maine Office of Information Technology:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: kendra.l.coates@maine.gov

To advise Carahsoft OBO Maine Office of Information Technology of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at kendra.l.coates@maine.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Carahsoft OBO Maine Office of Information Technology

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to kendra.l.coates@maine.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

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- ii. send us an email to kendra.l.coates@maine.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

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