



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:		DPS Gambling Control Unit		
Department Contract Administrator or Grant Coordinator:		Milton Champion Executive Director		
(If applicable) Department Reference #:				
Agency Department Code:		Advantage CT / RQS # :		20250819*0288
Amount: (Contract/Amendment/Grant)		\$15,970.00		
CONTRACT	Proposed/Original Start Date:	9/1/2025	Proposed/Most Recent End Date:	9/30/2025
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:		Pre-Qualified Vendor – Gaming Laboratory International (GLI) Lakewood, New Jersey		
Brief Description of Goods/Services/Grant:		Provide training on slot machine and table game technology and inspection, audit, progressive and bonusing functions for up to 30 attendees of which Gambling Control Board members will be included.		

**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.

This is a two (2) day training for casino inspectors, auditors, management staff and Board members. This is the first complete training course on all matters regarding the operation, inspection and auditing for those invited to attend. Unit staff is mandatory.

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.

Gaming Laboratory International, (GLI) is one of two pre-qualified vendors accepted in an RFP (#202001004) process. GLI along with Gaming Integrity Services (GIS) were bidders that became pre-qualified vendors. Both were notified of the request for services to complete the transfer and GIS responded that they do not provide those specific services.

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

While this is offered in Las Vegas annually the cost savings would be 2/3 less by having GLI come to Maine.

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

DPS will utilize statutorily correct competitive bid process for future services (products).

**PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)**

Does this request utilize ARPA/MJRP funds?

<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).
<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.
<input checked="" type="checkbox"/> 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):	<i>Derek A Gorneau</i>		
Typed Name:	Derek Gorneau	Date:	8/18/25

**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:	DocuSigned by: 		
Typed Name:	Michael McNeil	Date:	8/27/2025

NOI 0820250809