



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:		Depart. Public Safety – Maine State Police	
Department Contract Administrator or Grant Coordinator:		Captain Jeffrey Love Alexander Gibson	
(If applicable) Department Reference #:		N/A	
Agency Department Code:	16A	Advantage CT / RQS #:	20240828*445
Amount: (Contract/Amendment/Grant)		\$34,531.34	
CONTRACT	Proposed/Original Start Date:		Proposed/Most Recent End Date:
AMENDMENT	New Effective Date:	4/9/2026	New End Date (if Applicable):
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		PowerDMS, INC VC0000192321 Orlando FL	
Brief Description of Goods/Services/Grant:		Maine State Police Accreditation Software and Support	

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 desires to become an accredited law enforcement agency. With a cloud-based software program called PowerDMS, used as our main tool to manage our efforts to become an accredited law enforcement agency. The PowerFTO software helps access and track field training data to improve our agency's FTO program to help us reach our goals to accreditation.

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.

PowerDMS is an ecosystem where policy, training, and accreditation all connect and inform one another. It gives us control over single, living version of each of our policies with useful data like signature tracking, version history, and more. It treats each policy as a living document, able to adapt to a changing landscape and unexpected threats. PowerDMS are subject matter experts in accreditation and can help us solve our toughest compliance challenges. They supply online courses, training bootcamps, and dedicated Customer Success Advisors. They also provide the resources we need to onboard and maintain PowerDMS. This software is specifically designed to allow us to manage workflows and approvals within compliance with the Maine Law Enforcement Accreditation Program Standards. Power FTO helps with field training.

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

Based on market research conducted by the Department the cost is fair and reasonable compared to similar products and third party resellers such as SHI and Insight.

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

DPS will utilize statutorily correct competitive bid processes for future services / products.

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):

DocuSigned by:
Derek Gorneau
D6278D38A233439...

Typed Name:

Derek Gorneau

Date:

8/3/2026

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:

Signed by:
Lauren Mounmouris, Systems Analyst
068D14CB2FB7408

Typed Name:

Lauren Mounmouris, IT Procurement System Analyst

Date:

8/4/2026