

State of Maine Procurement Justification Form

This form must accompany ALL contract requests and sole source requisitions submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below.

PART I: OVERVIEW

Department Office/Division/Program:		Public Safety -Maine State Police - Crime Laboratory	
Department Contract Administrator or Grant Coordinator:		Lt Scott Gosselin Amy Gower	
(If applicable) Department Reference #:			
Estimated Contract or Grant Amount:	\$ 13,500.00	Advantage CT / RQS #:	RQS-20200910*0300
AMENDMENT	Original Start Date:		New Start Date:
	Original End Date:		New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
ALL OTHER	Proposed Start Date:		Proposed End Date:
Vendor/Provider/Grantee Name, City, State:		Tracker Products LLC PO Box 1026 Florence, Kentucky 41022	
Brief Description of Goods/Services/Grant:		(5) Annual Fluid Hosted Concurrent Licenses (5) SAFE 'Cloud Based' CAL Licenses	

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request.

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL QUESTIONS

Please respond to ALL of the following questions.

- 1. Provide a more detailed description of the goods, services or grant to supplement the response in Part I.**

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PART III: SUPPLEMENTAL QUESTIONS

The Maine State Police requires a sophisticated tracking product to track evidence to sub –unit levels. This product has been working for several years and is an OIT approved barcode orientated product. This required renewal fee covers the software use, system upgrades, hosting and the maintenance and support for this software.

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

The product needed must be able to inventory evidence down to a sub-unit level. This means that a bottle found at a crime scene would be entered as item but then would need to be tracked for DNA evidence, latents (fingerprints), blood typing, and possibly other sub categories. This software has been used by the Maine State Police since 2014. To change the software now or move away from this software would require a lengthy process of transitioning the data from 6 years' worth of evidence procurement and integrating that into a new product.

This renewal is required for continued used of this software.

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

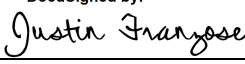
No change from previous year.

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

The Maine State Police has been looking for other barcode systems that could handle all the inventory needs of its units (i.e. garage, weapons, gear, etc.). This product is the only one that we have found that can inventory down to a sub-unit level. This means that a bottle found at a crime scene would be entered as item but then would need to be tracked for DNA evidence, latents (fingerprints), blood typing, and possibly other sub categories. We had hoped that the new RMS system that has a tracking module would cover this or we could find a work around but that was not the case. We intend to request upgrades to the tracking module in the new system but do not expect this upgrade for some time.

A new software system would require training again and would increase the state's overall costs.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
	<i>Kendra Coates</i>		
Printed Name:	Kendra Coates	Date:	9/10/2020
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>AEED9C7B3A8044E...</small> Justin Franzose	Date:	9/11/2020