



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:		Public Safety - Maine State Police Crime Laboratory		
Department Contract Administrator or Grant Coordinator:		Michael Zabarsky Alexander Gibson		
(If applicable) Department Reference #:				
Agency Department Code:	16A	Advantage CT / RQS #:	RQS 16A 20250905*379	
Amount: (Contract/Amendment/Grant)		\$64,962.38		
CONTRACT	Proposed/Original Start Date:	8/8/2025	Proposed/Most Recent End Date:	8/8/2026
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:		FARO Technologies, Inc. Lake Mary, FL 32746-7115 Tom Hall <a href="mailto:tom.hall@faro.com">tom.hall@faro.com</a> (630.768.5093)		
Brief Description of Goods/Services/Grant:		Faro Focus Premium 200-meter terrestrial scanner, VR Ready Notebook, Faro Scene Software (3yr), Faro Zone 3D Software (3yr), Faro scalebar, Focus premium warranty/certification/calibration (3yr), tripod, extra battery pack		

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.

The Maine State Police Crime Laboratory’s (hereinafter “Lab”) Evidence Response Team (hereinafter ‘ERT’) is responsible for ensuring the integrity and accuracy of forensic evidence collected at crime scenes, adhering to strict government standards for methodology and measurement competence. The ERT provides support services to our Major Crimes Units and other criminal justice agencies throughout the State. The ERT utilized advanced technologies to facilitate its mission and elite support that it provides. The Faro Technologies 3D scanners are currently used to document major crime scenes and relevant evidence. The Faro VR Ready notebook with Faro Scene and Faro Zone 3D software are used to post process the Faro laser scans. This is sole source propriety software. This software is also used to incorporate mapping data into the Faro scan projects from ERT Skydio (UAV) data.

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.

The original Faro platform was established in 2019 (RQS 16A 20191204\*684). Faro was determined to be the sole source vendor that could accommodate the specific requirements. An initiative was created to equip Maine with the exact system used by other New England states so they could share resources and request assistance from other New England teams if support or assistance was needed for an extraordinary event. Faro systems are still in use by Maine and other New England state police agencies.

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

Faro has been willing to negotiate pricing in the past. Their pricing is well below any other terrestrial scanner equipment, and their customer service is outstanding. ERT Commander Scott Bryant was able to negotiate the list price of \$84,327 down to \$64,962.38, saving the State of Maine \$19,365 for this purchase.

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

When the Department plans to replace the platform for crime scene laser scanners, DPS will utilize a competitive bid process for these products and services.

**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) – 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**

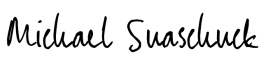
*Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).*

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):	Signed by:  <small>0C2E3608214644F...</small>		
Typed Name:	Michael Sauschuck, Commissioner	Date:	9/16/2025

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:  <small>846CA172C64B487</small>		
Typed Name:	Lauren Mounmouris, IT Procurement Systems Analyst	Date:	9/16/2025