



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:		Corrections		
Department Contract Administrator or Grant Coordinator:		Scott Goulette		
(If applicable) Department Reference #:		Click or tap here to enter text.		
Agency Department Code:	03A	Advantage CT / RQS #:	20190620*3902	
Amount: (Contract/Amendment/Grant)		\$24,000		
CONTRACT	Proposed/Original Start Date:	10/1/2026	Proposed/Most Recent End Date:	10/31/2026
AMENDMENT	New Effective Date:	Click or tap to enter a 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:		Abilis Solutions Corp. Niagara Falls, NY		
Brief Description of Goods/Services/Grant:		Offender Management System Maintenance & 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 Department went out to bid and selected a new Offender Management System (OMS) provider under CT 03A 20240502*3083 (effective 6/1/2024). After a lengthy ramp-up period, system needs and development are nearly completed and the new OMS is slated to go live at the end of September 2026.

The incumbent provider has been DOC's OMS provider since 2002. The system was developed from the ground up and many features have been customized over the years to meet the Department's ongoing needs. While this has been a successful partnership, the system lacks modern features and security and is in need of updating.

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.

This amendment is needed to extend services with our current OMS Provider for one additional month until the new provider is prepared to come online. The target date to bring the new system online is 9/28/2026 but as a contingency we are requesting an additional one (1) month of service to mitigate risk and allow for a buffer period. The current provider is the only option available to fulfill this short-term requirement.

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

The proposed rate is a modest increase from \$200/hour to \$212.39/hour (for up to 113 hours) which the Department considers fair and reasonable.

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

As noted above, the Department selected a new Offender Management System provider under CT 03A 20240502*3083, effective 6/1/2024 through 6/30/2029 with the option of two (2) 5-year renewal periods. The Department will utilize a competitive process appropriate for the above timeline.

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:
Scott Landry
C41E0D953C8E4B0...

Typed Name:

Scott Landry

Date:

9/21/2026

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 Moumouris, Systems Analyst
068D14CB2FB7408...

Typed Name:

Lauren Moumouris, IT Procurement
Systems Analyst

Date:

9/21/2026