



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Division of 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 Division of Procurement Services intranet site (Forms page) for additional instructions.


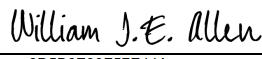
PART I: OVERVIEW			
Department Office/Division/Program:		Department of Public Safety – Maine State Police	
Department Contract Administrator or Grant Coordinator:		Mjr. Lucas Hare Starla Dorval	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	25,821.00	Advantage CT / RQS #:	RQS 16A 20230928*526
CONTRACT	Proposed Start Date:	1/1/2023	Proposed End Date: 9/30/2023
AMENDMENT	Original Start Date:		Effective Date:
	Previous End Date:		New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Town of Gorham/ Gorham PD Gorham, ME	
Brief Description of Goods/Services/Grant:		Reimbursement of Basic Law Enforcement Training	

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. University 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.	Payment of existing invoice for the reimbursement of Basic Law Enforcement Training Program for new hire of Trooper Bryce Randall. Reimbursement required by Statute.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	Required by statute Title 25, Part 8, Chapter 341 §2808
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	N/A
4. Describe the plan for future competition for the goods or services.	N/A

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	

PART V: APPROVALS			
The signatures below indicate approval of this procurement request.			
Signature of requesting Department's Commissioner (or designee):		Michael Sauschuck (Oct 5, 2023 16:18 EDT)	
Typed Name:	Michael J. Sauschuck	Date:	Oct 5, 2023
Signature of DAFS Procurement Official:		<small>DocuSigned by: 2D5B6E39F57E44A...</small>	
Typed Name:	William J.E. Allen	Date:	10/11/2023

NOI 1020231108 10/12/2023 - 10/18/2023





PJF Gorham PD

Final Audit Report

2023-10-05

Created:	2023-10-05
By:	Starla R Dorval (Starla.R.Dorval@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAANHbQWQiakzJVILR_PA7vTTOqa_EyyXUy

"PJF Gorham PD" History

-  Document created by Starla R Dorval (Starla.R.Dorval@maine.gov)
2023-10-05 - 6:52:04 PM GMT- IP address: 172.101.60.249
-  Document emailed to Michael Sauschuck (michael.sauschuck@maine.gov) for signature
2023-10-05 - 6:52:36 PM GMT
-  Email viewed by Michael Sauschuck (michael.sauschuck@maine.gov)
2023-10-05 - 8:17:56 PM GMT- IP address: 104.47.65.254
-  Document e-signed by Michael Sauschuck (michael.sauschuck@maine.gov)
Signature Date: 2023-10-05 - 8:18:20 PM GMT - Time Source: server- IP address: 166.182.250.143
-  Agreement completed.
2023-10-05 - 8:18:20 PM GMT