



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 \$5,000 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:                     |                      | Department of Defense, Veterans and Emergency Management – Military Bureau for IDS Security State-wide |                       |                    |
| Department Contract Administrator or Grant Coordinator: |                      | Tanya L Schaub, Contract/Grant Specialist  |                       |                    |
| (If applicable) Department Reference #:                 |                      | 24-015 renewal 1 of 4  |                       |                    |
| Amount: (Contract/Amendment/Grant)                      |                      | \$ 11,268.00   | Advantage CT / RQS #: | CT15A20230811*0322 |
| CONTRACT  | Proposed Start Date: |  | Proposed End Date:    |                    |
| AMENDMENT   | Original Start Date: | 11/1/2023  | Effective Date:       | 11/1/2024          |
|   | Previous End Date:   | 10/31/2024   | New End Date:         | 10/31/2025         |
| GRANT   | Project Start Date:  |  | Grant Start Date:     |                    |
|   | Project End Date:    |  | Grant End Date:       |                    |
| Vendor/Provider/Grantee Name, City, State:              |                      | Centra-Larm Monitoring Inc<br>Manchester, NH 03109   |                       |                    |
| Brief Description of Goods/Services/Grant:              |                      | Provide central monitoring of intrusion detection systems (IDS) for weapon vaults – MEARNG wide        |                       |                    |

| 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 checked="" 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.

The Military Bureau is responsible for safeguarding various weapons systems in multiple arms vaults in various armories located throughout the State of Maine. There are 27 monitoring locations physically at 21 different armories. As Part of this protection, the status of the alarm systems needs to be constantly monitored and the appropriate parties immediately notified in case of alarm per Army Regulation 190-11. Physical Security of Army's, Ammunition and Explosives and the Department of Defense (DOD) united Facilities Guide specification 28 20 02, Central Monitoring Services for Electronic Security Systems

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

The State of Maine Military Bureau does not have the capability and there are no other agencies that are known to have this capability.

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

Centra-Larm Monitoring, Inc has held this service contract for several years with the State of Maine Military Bureau. The cost has only increased by 9% since 2019. In fact, it went from \$12K in 2022 to \$10,860 in 2023 and will remain that through 2028. There is a change of \$34/month with Westbrook Armory coming back online, thus will take yearly to \$11,268.00/yr

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

This service will be put out to bid when more than one supplier can be identified to provide a service that meets the Department of Defense specifications and requirements.

**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.

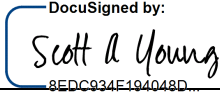
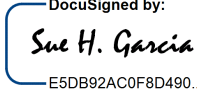
**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

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 signatory understands and acknowledges Maine's Conflict of Interest statutes.

**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

|  |   |       |                 |
|--|---|-------|-----------------|
| Signature of requesting Department's Commissioner (or designee): |  |       |                 |
| Typed Name:  | Scott A Young   | Date: | 04 October 2024 |
| Signature of DAFS Procurement Official:                          |  |       |                 |
| Typed Name:  | Sue H. Garcia   | Date: | 10/17/2024      |