



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 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.)			
☐	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. University 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 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):	DocuSigned by: <i>Scott A Young</i> 8EDC934E194048D...		
Typed Name:	Scott A Young	Date:	04 october 2024
Signature of DAFS Procurement Official:			
Typed Name:		Date:	