



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: | | DHHS/OFI/FIRU | | |
| Department Contract Administrator or Grant Coordinator: | | Shawn Belanger | | |
| (If applicable) Department Reference #: | | OFI-26-110 | | |
| Agency Department Code: | 10A | Advantage CT / RQS # : | RQS 10A 20250711000000000075 | |
| Amount: (Contract/Amendment/Grant | | \$12,427.27 | | |
| CONTRACT | Proposed/Original Start Date: | 8/1/2025 | Proposed/Most Recent End Date: | 7/31/2026 |
| 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: | | Motorola Solutions, Inc. Salt Lake City, UT | | |
| Brief Description of Goods/Services/Grant: | | Annual Maintenance and Support of Spillman Case Management software | | |

| 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.

In 2016, the Fraud, Investigation and Recovery Unit (FIRU) contracted with Spillman Technologies for the development and implementation of a new records management system (RMS), to capture any potential fraud incident, track progress of investigative work, manage staff assignments, and manage progress through all aspects of a case investigation through to criminal pursuits or close. This system improves communications with Maine law enforcement agencies through the Department of Public Safety, who also utilize Spillman technologies. The system also populates federally-mandated 366B quarterly reports.

This agreement is for the annual maintenance and support of the records management system to ensure proper operations and to maximize efficiency and capability of the system.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number and the date of award notification, if applicable.

This system houses all the Department's case management, investigations and prosecution data. Motorola is the only vendor that provides support for this system.

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

The cost for this annual agreement is 4% higher than last year's agreement, which appears to be fair and reasonable.

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

The Department will work with MaineIT and the Office of State Procurement Services to assess the best approach for ensuring the State is getting best value for this service.

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

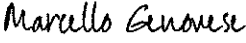
The signature below indicates approval of this procurement request.

| | | | |
|--|---|-------|------------|
| Signature of requesting Department's Commissioner (or designee): |  | | |
| Typed Name: | R Todd Haber | Date: | 10/23/2025 |

PART VII: EMERGENCY – Required only if selecting E. Emergency Justification

The signature below indicates approval by the Commissioner or designee of this procurement request.

| | | | |
|--|--|-------|--|
| Signature of requesting Department's Commissioner (or designee): | | | |
| Typed Name: | | Date: | |

| | | | |
|---|--|-------|------------|
| Signature of DAFS Procurement Official: | Signed by:  <small>E2CD3BD47EBC4FB</small> | | |
| Typed Name: | Marcello Genovese | Date: | 10/22/2025 |