



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
Table with 4 columns and 10 rows containing contract details such as Department Office/Division/Program, Amount (\$ 7,724.00), Proposed Start Date (1/1/2022), and Vendor/Provider/Grantee Name (FARO Technologies, Inc.).

PART II: JUSTIFICATION FOR VENDOR SELECTION
Check the box below for the justification(s) that applies to this request. (Check all that apply.)
Table with 4 columns and 7 rows listing justification options A through L, with option C (Single Source/Unique Vendor) checked.

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 Maine State Police Crime Laboratory (hereinafter "Lab") provides many different essential services to our Public Safety clients throughout the State. The Lab provides oversight of the State Police Evidence Response Team (hereinafter "ERT"). The ERT provides support services to our Major Crimes Units and other criminal justice agencies throughout the State. The ERT utilized advanced technologies to facilitate its mission and elite support that it provides. The Faro Technologies 3D scanners are used to document major crime scenes and relevant evidence. The Faro warranty and recertification/calibration service contract(s) is essential to maintain the integrity of our Faro scanner equipment.

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

Faro Technologies crime scene scanner devices are proprietary technologies. We are unaware of any other devices with the Faro software that is available or that would work and provide the same results in place of the Faro scanner and Faro software. Faro also offers assistance with expert testimony if needed in the courtroom.

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

Faro has provided us discounts in the amount of \$406.00 in their quote and also allowed us to stagger two service/warranty contracts to meet our budget needs. We are renewing one annual Faro device warranty/service contract by the end of December 2021 and paying for necessary software updates for our second Faro device, which will carry us until the end of June 2022 when that contract will be renewed.

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


As stated, the Faro scanner and software is proprietary and requires the company to service and warranty the device each year to maintain its accuracy and certification. If other compatible technology and service plans from other vendors become available, we would look at receiving other quotations per State of Maine Procurement rules and regulations.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

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):	<i>Kendra Coates</i>		
Typed Name:	Kendra Coates	Date:	Dec 6, 2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>  <small>AEED9C7B3A8044E...</small>		
Typed Name:	Justin Franzose	Date:	12/7/2021



PJF FARO

Final Audit Report

2021-12-06

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