



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

DIVISION OF 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 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:		Matt Ruel Sara Thompson	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 46,807.00	Advantage CT / RQS #:	16A 20221128*0695
CONTRACT	Proposed Start Date:	12/1/2022	Proposed End Date: 11/30/2023
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:		JDI Ventures dba Peak Performance Solutions Tallahassee, FL 323309	
Brief Description of Goods/Services/Grant:		nexTest Support, CJIS Audit Annual Support, CJIS Online Security Training and Testing Service	

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.

The nexTEST software is web-based application for operator Certification and re-certification testing. This is necessary in order to fully functionalize the CJIS online training and testing service. This is key to the Maine State Police being able to track and keep current on training requirements.

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

CJIS Audit Annual Support: This is an automated CJIS Audit System that utilizes technology to reduce travel time and paperwork and can be used in conjunction with or to replace onsite audits.
CJISS Online Security & Testing Service: Online training course that covers the CJIS Security Policy at all 4 Training Levels. Links with software used to track this system and sends notification when retraining is needed keeping us in compliance with CJIS rules.

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

The department works with the vendor yearly to negotiate pricing. The vendor charged the standard rate.

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

We will follow all State rules and regulations and we will continue to look for other providers that can offer us the same services for less money.

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>Derek A Gorneau</i>		
Typed Name:	Derek A. Gorneau	Date:	Dec 6, 2022
Signature of DAFS Procurement Official:	<i>Joseph Zrioka</i>		
Typed Name:	Joseph Zrioka	Date:	12/7/2022






PJF Peak Performance

Final Audit Report

2022-12-06

Created:	2022-12-06
By:	Sara Thompson (sara.j.thompson@maine.gov)
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