



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:		MJB- Supreme Judicial Court	
Department Contract Administrator or Grant Coordinator:		Matt Pollack	
(If applicable) Department Reference #:			
Agency Department Code:	40A	Advantage CT / RQS #:	20251124*0880
Amount: (Contract/Amendment/Grant)	\$265,512.00		
CONTRACT	Proposed/Original Start Date:	12/1/2025	Proposed/Most Recent End Date: 11/30/2028
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:		Thompson Reuters (dba West Publishing Company), St. Paul, MN	
Brief Description of Goods/Services/Grant:		Maine Revised Statutes Annotated Updates and Maine Revised Statutes Compact Edition (Unannotated)	

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.	The judicial officers and staff of the Maine Judicial Branch require accurate copies of the Maine Revised Statutes to ensure that Maine courts apply current and correct statutory law in cases before them. Thomson Reuters (dba West Publishing Company) is the only publisher that publishes complete sets of the statutes in cooperation with Maine's Revisor of Statutes.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.	No office of state government publishes printed copies of the statutes. Maine's Revisor of Statutes maintains a website with the statutes (legislature.maine.gov/ros) but publishes a warning that it does not "warrant accuracy, reliability, completeness or timeliness" of the information it publishes. The Maine Judicial Branch has noticed errors in the online statutes maintained by the Revisor. WestLaw receives information directly from the Revisor's Office and carefully checks the material it publishes for accuracy.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	<p>The price for the first year of the contract is 6% higher than the rate the Maine Judicial Branch paid for an identical subscription the previous year. The increases each year, under the contract, are approximately 6%.</p> <p>In the general market for legal publications, prices increase 5% to 10% per year.</p> <p>The prices that the Maine Judicial Branch is paying under this contract are roughly half of the published retail prices that West charges for the materials.</p>
4. Describe the plan for future competition for the goods or services.	There are no other companies who publish complete sets of the statutes in cooperation with Maine's Revisor of Statutes; should this change, the MJB will competitively bid the work amongst those companies.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).	
<input type="checkbox"/> Yes, ARPA funds (025) or (026) – If Yes, please be aware of the requirements from awarding federal agencies.	
<input checked="" type="checkbox"/> 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’s signatory affirms, understands, and acknowledges Maine’s Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

PART VI: APPROVALS

Governor/Department Commissioner or Designee

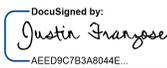
1. The signature below indicates approval of this procurement request.

Signature of requesting Department’s Commissioner (or designee):			
Typed Name:	Connor Smith	Date:	11/24/2025

2. Additional signature required **ONLY if box E (Emergency) is selected in PART II**. The signature below indicates approval by the Department’s Commissioner, or the designee specifically authorized to approve emergency procurement requests.

Signature of requesting Department’s Commissioner (or designee):			
Typed Name:		Date:	

****OSPS Section Only****

Signature of DAFS Procurement Official:			
Typed Name:	Justin Franzose	Date:	12/1/2025