

State of Maine
Master Score Sheet

RFP# 202501008					
Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training					
Bidder Name:		Gemellus Consulting Group	IADLEST	Vitality Sight LLC	
Proposed Cost:		\$504,888	\$500,050	\$135,000	
Scoring Sections	Points Available				
Section I: Preliminary Information	Pass/Fail	PASS	PASS	PASS	
Section II: Organization Qualifications and Experience	35	25	35	23	
Section III: Proposed Services	40	36	39	27	
Section IV: Cost Proposal	25	6.68	6.75	25	
TOTAL	100	67.68	80.75	75.00	
Bidder Name:					
Proposed Cost:					
Scoring Sections	Points Available				
Section I: Preliminary Information					
Section II: Organization Qualifications and Experience					
Section III: Proposed Services					
Section IV: Cost Proposal					
TOTAL	100				

Award Justification Statement

RFP# 202501008, Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

I. Summary

- A.** The problem the Academy seeks to address through this RFP is an immediate BLETP curriculum update with integrated de-escalation and crisis response training, accomplished as follows:
- 1.** To identify, select, and contract with a qualified vendor to accomplish the following:
 - a. Conduct a needs assessment / job task analysis with the State's 2,500 to 2,900 currently working full-time law enforcement officers to identify job task by assignment, frequency, and criticality.
 - b. Use data collected during the needs assessment / JTA to establish relevant topic areas (blocks of instruction) for the new BLETP curriculum.
 - c. Develop learning objectives for the newly identified blocks of instruction, including instructional goals and performance objectives for each.
 - d. Develop, in conjunction with the Project Manager and available subject matter experts (SMEs), a training curriculum for de-escalation and crisis response for the BLETP to be integrated into the new curriculum.
 - e. Identify integration points within the newly conceptualized curriculum appropriate for de-escalation and crisis response training.
 - f. Prioritize the identified integration points delineated above for uniform lesson plan development in approved Academy format, including all instructional content.
 - g. All lesson deliverables will include a separate instructor and student manuscript for each topic, static visual aids, and testing instruments (written or skill-based).
 - h. As appropriate, the newly created curriculum will include adult learning theory and incorporate scenario-based training allowing for application of the training while also allowing the students to receive real-time feedback from instructors to reinforce proper application and provide remediation, when necessary.
 - i. All newly developed curriculum will comply with standards for the International Association of Directors of Law Enforcement Standards and Training's (IADLEST) National Certification Program (NCP).
 - 2.** The project is grant funded through the COPS Safer Outcomes: Enhancing De-Escalation and Crisis Response Training for Law Enforcement – Curriculum Integration for Law Enforcement Academies and State Level Training

Commissions. Under the Academy Path, MCJA was one of ten awards nationwide receiving \$500,000 in funding.

II. Evaluation Process

A. The evaluation team consisted of:

1. Derek Gorneau, Assistant to the Commissioner of the Department of Public Safety (DPS)
2. Lt Colonel Brian Scott, Maine State Police
3. Lt Aaron Turcotte, Maine State Police

B. The evaluation process followed the established Maine Procurement RFP evaluation procedure, including the completion of the required RFP Coordinator and Evaluator Forms, completion of training videos, and Completion of RFP Agreement and Disclosure Statements.

1. On following the close of the RFP and receipt of the required forms from the evaluation team, between March 20 and 24, 2025, Assistant Director Ryder (RFP Coordinator) sent sections 1-3 of the four proposals to Mr. Gorneau, LTC Scott, and Lt Turcotte for review.
2. Following this, all three evaluators completed their Individual Evaluations including notes and forwarded them to AD Ryder prior to the Consensus Scoring Meeting. *This process did not involve scoring any of the sections of the RFPs.*
3. A Team Consensus Scoring Meeting was scheduled and held on March 26, 2025. AD Ryder acted as the Facilitator having had experience in RFP evaluation, previously and not being assigned as an evaluator. AD Ryder also acted as a scribe for the meeting, keeping the documentation on the Master Score Sheet and the Team Consensus Notes for each of the three submitted vendors. Consensus Approach was used to score each proposal against the RFP criteria, which were completed in alphabetical order for sections 2 and 3, scoring one vendor at a time.
4. Following scoring of the four proposals for sections 2 and 3, cost scoring was conducted using cost proposals for the 3 vendors employing the following formula: *(Lowest submitted cost proposal / Cost proposal being scored) x (25 points) = Prorated Score*

III. Qualifications & Experience

A. International Association of Directors of Law Enforcement Standards and Training (IADLEST)

1. Demonstrated excellent understanding of requirements aligning with the project

2. Has significant experience in performing Job Task Analysis and associated curriculum development for results, including 3 recent projects substantially similar to our RFP:
 - a. Vermont Police Academy
 - i. Conduct a state-wide JTA to identify basic entry level curriculum needs for Vermont's Level III law enforcement officer certification training. Translate JTA data into performance outcomes, review existing materials, and develop a completely new 700+ hour certification curriculum to include test instruments and piloting.
 - a. New Mexico Law Enforcement Academy
 - i. Conduct a state-wide JTA to identify basic entry level curriculum needs for New Mexico's law enforcement officer certification training. Translate JTA data into performance outcomes, review existing materials, and develop a roadmap for developing a new certification curriculum.
 - b. Colorado Police Officer Standards and Training (POST)
 - i. Development of a core Ethical Decision-Making Under Stress (EDMUS) course with piloting and train-the-trainer deliverables; Analysis of existing basic academy training materials, development of learning objectives from JTA data, and project plan constructions for State's basic curriculum overhaul.
2. Extensive experience with law enforcement academies including 600 in the United States and over 900,000 police officers nationwide.
3. Use subcontractors who have significant experience at national level
4. Affiliated with International Association of Chiefs of Police, National Institute of Justice, and the Bureau of Justice Assistance
5. Author and administer the IADLEST National Certification Program, which is a required element of the curriculum development for the RFP.

IV. Proposed Services

- A. Services to be provided – will provide services to fully meet the needs of the RFP and project
 1. Incredibly detailed list with deliverables including role of subcontractors
 2. Included detailed description of a JTA and how it was to be conducted
 3. Above and beyond for detail, easy to follow, thorough, all inclusive
 - a. Provided plan for meeting industry best practices, new curriculum recommendations, and remediation during process
 - b. Develop curriculum using Maine SMEs to ensure that the curriculum is applicable to Maine
 - c. Identify integration points for additional foundational concepts throughout the curriculum
 4. Uniform lesson plan development
 5. Provisions for assessment for gap analysis in place
 6. Validity of the training models including considerations for ADA and EEOC

7. JTA survey to reach each certified full-time law enforcement officer in the state
8. Will add 2 lessons plans to cover de-escalation and crisis response requirements.
9. Curriculum development complies with IADLEST NCP standard requirement.

V. Cost Proposal

- A. IADLEST was the middle bidder of the three proposals at \$500,050.

BIDDER	BID	SCORE / 25 POSSIBLE POINTS
Vitality Sight LLC	\$135,000	25.00
IADLEST	\$500,050	6.75
Gemellus Consulting Group	\$504,888	6.68

VI. Conclusion

- A. IADLEST was selected through the evaluation process for the award having the highest score, a total of 80.75 of 100 possible points in the RFP evaluation.
1. The next closest vendor scored 75 of 100 possible points (Vitality Sight LLC), but significantly failed to match up with the requirements of the RFP in *Organizational Qualifications and Experience* and *Proposed Services*.



Janet T. Mills
Governor

STATE OF MAINE
DEPARTMENT OF Public Safety
Maine Criminal Justice Academy
15 Oak Grove Road
Vassalboro, ME 04489

Michael Sauschuck
Commissioner

April 7, 2025

Gemellus Consulting Group, Inc.
ATTN: Mr. Brad Fisher, Director of Operations
7 Donahue Avenue
Cherry Hill, NJ 08002

SUBJECT: Notice of Conditional Contract Award under RFP # 202501008, Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

Dear Mr. Fisher:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award(s) to the following bidder:

- IADLEST

The bidder listed above received the evaluation team's highest ranking(s). The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

A handwritten signature in blue ink, appearing to read 'L. E. Ryder', is written over the word 'Sincerely,'.

Lincoln E. Ryder
Assistant Director
RFP Coordinator

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).



Janet T. Mills
Governor

**STATE OF MAINE
DEPARTMENT OF Public Safety
Maine Criminal Justice Academy
15 Oak Grove Road
Vassalboro, ME 04489**

**Michael Sauschuck
Commissioner**

April 7, 2025

IADLEST
ATTN: Mr. Michael Becar, Executive Director
152 Kestrel Place
Suite 102
Eagle, ID 83616-5137

SUBJECT: Notice of Conditional Contract Award under RFP # 202501008, Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

Dear Mr. Becar:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award(s) to the following bidder:

- IADLEST

The bidder listed above received the evaluation team's highest ranking(s). The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to

the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,



Lincoln E. Ryder
Assistant Director
RFP Coordinator

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).



Janet T. Mills
Governor

**STATE OF MAINE
DEPARTMENT OF Public Safety
Maine Criminal Justice Academy
15 Oak Grove Road
Vassalboro, ME 04489**

**Michael Sauschuck
Commissioner**

April 7, 2025

Vitality Sight LLC
ATTN: Mr. Jarrod D. Broadway, Chief Learning Officer
9 Powder Lane
Burlington, NJ 08016-2283

SUBJECT: Notice of Conditional Contract Award under RFP # 202501008, Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

Dear Mr. Broadway:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract award(s) to the following bidder:

- IADLEST

The bidder listed above received the evaluation team's highest ranking(s). The Department will be contacting the aforementioned bidder soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,



Lincoln E. Ryder
Assistant Director
RFP Coordinator

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Office of State Procurement Services [formerly the Division of Purchases], Chapter 120, § (2) (2).

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: Gemellus Consulting Group

DATE: 03/26/2025

SUMMARY PAGE

Department Name: Department of Public Safety, Maine Criminal Justice Academy

Name of RFP Coordinator: Assistant Director Lincoln Ryder, MCJA

Names of Evaluators: Assistant to the Commissioner of Public Safety Derek Gorneau, Lt Colonel Brian Scott (Maine State Police), Lt Aaron Turcotte (Maine State Police)

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Passed all criteria		
•		
•		
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	35	25
Section III. Proposed Services	40	36
Section IV. Cost Proposal	25	6.68
<u>Total Points</u>	<u>100</u>	<u>67.68</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: Gemellus Consulting Group

DATE: 03/26/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

Met eligibility requirements.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: Gemellus Consulting Group

DATE: 03/26/2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	35	25

Evaluation Team Comments:

I. Overview of the Organization

- Senior management over 100 yrs of experience
- Federal and local police departments with recommendations that have been received and implemented
- Proposals as examples were centered around UN – international projects, not domestic. One included de-escalation and one involved incorporation of reality-based training.
- Not using sub-contractors
- JTA vs Capability and needs assessment – determined to be similar
- Significant experience, but not related to American law enforcement
- FLETC and Border Patrol instructors on staff.
- Boutique Security and Safety Consulting firm – substantial experience in military, government, and private security.
- Experience exemplar projects are on the small size -- 40 officers for each

II. Subcontractors

- None used

III. Organizational Chart

- Large organizational chart, 22 full-time employees

IV. Litigation

- None

V. Licensure/Certification

- Business licenses in multiple states NJ security officer company license and NJ SORA Instructor company license NJ Private detectives license. Licenses indicating some level of vetting by the State of NJ, but are unrelated to the services required in the RFP

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: Gemellus Consulting Group

DATE: 03/26/2025

VI. Certificate of Insurances

- Provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: Gemellus Consulting Group

DATE: 03/26/2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	40	36

Evaluation Team Comments:

1. Services to be provided –
 - a. Good executive summary.
 - b. Concerns about indirect cost indicative of the use of advanced technology referenced in proposal
 - c. Some confusion about phases indicated in this section between Executive summary (4 phases) and workplan (5 phases).
2. Workplan –
 - a. Very detailed, but timeline extended. 2-year timeline may extend beyond initial RFP period ending 9/30/2026.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: Gemellus Consulting Group

DATE: 03/26/2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
\$135,000	,	\$504,888	x	25 points	=	6.68

Evaluation Team Comments:

None

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: IADLEST

DATE: 03/26/2025

SUMMARY PAGE

Department Name: Department of Public Safety, Maine Criminal Justice Academy

Name of RFP Coordinator: Assistant Director Lincoln Ryder, MCJA

Names of Evaluators: Assistant to the Commissioner of Public Safety Derek Gorneau, Lt Colonel Brian Scott (Maine State Police), Lt Aaron Turcotte (Maine State Police)

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Passed all criteria		
•		
•		
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	35	35
Section III. Proposed Services	40	39
Section IV. Cost Proposal	25	6.75
<u>Total Points</u>	<u>100</u>	<u>80.75</u>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: IADLEST

DATE: 03/26/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

Met eligibility requirements.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: IADLEST

DATE: 03/26/2025

**EVALUATION OF SECTION II
Organization Qualifications and Experience**

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	35	35

Evaluation Team Comments:

- I. Overview of the Organization
 - IADLEST demonstrated excellent understanding of requirements.
 - Aligns with project
 - Significant experience in JTA and performance outcomes
 - Highlighted 3 very relevant projects including statewide JTAs similar to our RFP
 - i. VT to develop a BLETP curriculum
 - ii. NM Academy curriculum development
 - iii. CO Academy curriculum, train the trainer for ethical decision-making
 - Focus is police academies (600 in US including 900,000 police officers nationwide)
 - Use subcontractors who have significant experience at national level
 - Strong in experience
 - Non-profit
 - Affiliated with International Association of Chiefs of Police, National Institute of Justice, and the Bureau of Justice Assistance
- II. Subcontractors
 - Used and have worked together on prior proposals for same work indicated in the RFP
- III. Organizational Chart
 - Good organizational chart, including the subcontractors
- IV. Litigation
 - None
- V. Licensure/Certification
 - None included

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: IADLEST

DATE: 03/26/2025

VI. Certificate of Insurances

- Provided

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: IADLEST

DATE: 03/26/2025

EVALUATION OF SECTION III

Proposed Services

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	40	39

Evaluation Team Comments:

1. Services to be provided –
 - a. Incredibly detailed list with deliverables including role of subcontractors
 - b. Included detailed description of a JTA and how it was to be conducted
 - c. Above and beyond for detail, easy to follow, thorough
 - d. All inclusive
 - i. Provided plan for meeting best practices, new curriculum recommendation, and remediation during process
 - ii. Develop curriculum using Maine SMEs to assure that the curriculum is applicable to Maine
 - iii. Integration of new curriculum in BLETP curriculum
 - iv. Identify integration points for additional foundational concepts
 - v. Uniform lesson plan development
2. Implementation – work plan –
 - a. Realistic
 - b. Validity of the training models including considerations for ADA and EEOC.
 - c. Survey for JTA to run through login in requirement
 - d. Gap analysis in place
 - e. Adding 2 lessons plans to cover de-escalation and crisis response requirements.
 - f. Curriculum development complies with IADLEST NCP standard requirement.
 - g. Very detailed, but timeline extended. 2-year timeline may extend beyond initial RFP period ending 9/30/2026.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: IADLEST

DATE: 03/26/2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
\$135,000	,	\$500,050	x	25 points	=	6.75

Evaluation Team Comments:

None

STATE OF MAINE

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: Vitality Sight LLC

DATE: 03/26/2025

SUMMARY PAGE

Department Name: Department of Public Safety, Maine Criminal Justice Academy

Name of RFP Coordinator: Assistant Director Lincoln Ryder, MCJA

Names of Evaluators: Assistant to the Commissioner of Public Safety Derek Gorneau, Lt Colonel Brian Scott (Maine State Police), Lt Aaron Turcotte (Maine State Police)

<u>Pass/Fail Criteria</u>	<u>Pass</u>	<u>Fail</u>
Section I. Preliminary Information (Eligibility)	X	
• Passed all criteria		
•		
•		
<u>Scoring Sections</u>	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	35	23
Section III. Proposed Services	40	27
Section IV. Cost Proposal	25	25
<u>Total Points</u>	<u>100</u>	<u>75</u>

STATE OF MAINE

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: Vitality Sight LLC

DATE: 03/26/2025

**OVERVIEW OF SECTION I
Preliminary Information**

Section I. Preliminary Information

Evaluation Team Comments:

Met eligibility requirements

STATE OF MAINE

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: Vitality Sight LLC

DATE: 03/26/2025

EVALUATION OF SECTION II Organization Qualifications and Experience

	<u>Points Available</u>	<u>Points Awarded</u>
Section II. Organization Qualifications and Experience	35	23

Evaluation Team Comments:

- I. Overview of the Organization
 - Demonstrated excellent understanding of program requirement
 - Young company, 2017 inception
 - Have experience in curriculum analysis and development, but short periods of time (3-5 months). Myopic compared to needs required in RFP
 - i. Burlington CIT program (No JTA related)
 - ii. NJ Civil Service Commission – needs assessment for testing (not a JTA)
 - iii. Lyndon PD – Cultural Diversity and Bias Awareness training based on a comprehensive needs assessment (Not a JTA)
 - Limited to NJ
 - 200+ years of experience listed
 - Employees have strong educational backgrounds
 - Experience in lesson plan development vs curriculum development based on a JTA
- II. Subcontractors
 - None
- III. Organizational Chart
 - Good organizational chart, 6 full-time employees
- IV. Litigation
 - Not provided as required
- V. Licensure/Certification
 - CIT Coordinator course, De-Escalation techniques, Train-the-trainer course, Master Resiliency Trainer Course
- VI. Certificate of Insurances
 - Provided

STATE OF MAINE

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: Vitality Sight LLC

DATE: 03/26/2025

**EVALUATION OF SECTION III
Proposed Services**

	<u>Points Available</u>	<u>Points Awarded</u>
Section III. Proposed Services	40	27

Evaluation Team Comments:

1. Services to be provided –
 - a. Discuss a JTA / needs assessment in timeline, but not how it would be accomplished
 - b. Collaborate with project manager and SMEs to develop curriculum
 - c. Methodology of work unclear
 - d. Lacked substance and detail on how it will be accomplished
 - e. Very brief
 - f. Work largely done remotely
2. Implementation – work plan
 - a. JTA accomplished in 3 months.
 - b. No description on how goals would be accomplished.
 - c. Overall project completed in 18 months (14-18 months)

STATE OF MAINE

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-Escalation & Crisis Response Training

BIDDER: Vitality Sight LLC

DATE: 03/26/2025

**EVALUATION OF SECTION IV
Cost Proposal**

Lowest Submitted Cost Proposal	,	Cost Proposal Being Scored	x	Score Weight	=	Score
\$135,000	,	\$135,000	x	25 points	=	25

Evaluation Team Comments:

None

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: Gemellus Consulting Group, Inc.

DATE: 3/25/2025

EVALUATOR NAME: Derek Gorneau

EVALUATOR DEPARTMENT: Department of Public Safety

Individual Evaluator Comments:

- I. **Preliminary Information** – *Appendix A completed, Responsible Bidder Certification completed, and three relevant projects listed to meet the Eligibility Requirements.*
- II. **Organization Qualifications and Experience**
 1. Overview of Organization – *Says they are a boutique security and safety consulting firm, and they are the firm of choice for larger security companies. They have substantial international experience and experienced senior management and cadre team. They refer to security officer training and many of the projects listed seems to be focused on that piece specifically.*
 - Project 1 - United Nations – Mongolia – Completed a Capabilities and Needs Assessment and developed curriculum and training methodologies for the University of Internal Affairs. One for basic cadets and one for advanced cadets. Similar class sizes as MCJA.
 - Project 2 – United Nations – Vietnam - Completed a Capabilities and Needs Assessment of the Vietnam National Police Border Liaison Offices and developed a specialized Advanced techniques course attended by 40 Officers.
 - Project 3 – United Nations – Southeast Asia Regional Office – Conducted a multilingual course on Reality-Based Training Implementation. 40 participants. It also included a Train the Trainer Program to ensure long-term sustainability.
 2. **Subcontractors**
 - No subcontractors will be used for this RFP
 3. **Organizational Chart** – Included and it appears there are 22 full-time employees with a nice description for each of the individuals named in the org chart. They have substantial experience in military, government, private security, teaching, and capabilities and needs assessment.
 4. **Litigation** – *No previous or pending litigation.*
 5. **Licensure/Certification** – *Business licenses in multiple states. NJ Security Officer company license. NJ SORA Instructor company License. NJ Private Detective's License.*
 6. **Certificate of Insurance** - *Included*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: Gemellus Consulting Group, Inc.

DATE: 3/25/2025

EVALUATOR NAME: Derek Gorneau

EVALUATOR DEPARTMENT: Department of Public Safety

III. Proposed Services

1. Services to be Provided

- Planning phase includes JTA and Needs Assessment.
- Curriculum Design includes alignment with international law enforcement training standards and best practices, adult learning methodologies, and Reality-Based Training.
- Implementation includes expert instructors, RBT scenarios with feedback using advanced technology, and Train the Trainer.
- Evaluation phase includes feedback from participants and stakeholders along with a final report.

2. Implementation – Work Plan

- Detailed work plan included timeframes and a completion date of 2 years.
- This plan seems to have 5 phases where in the initial methodology and approach it had 4 phases. The latter was far more detailed.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: Gemellus Consulting Group

DATE: 3/25/2025

EVALUATOR NAME: Brian P. Scott

EVALUATOR DEPARTMENT: Maine State Police

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Clearly outlines who they are and what they do
- Team is built of former law enforcement professionals including managers at the federal, state and local levels along with US Military Command Staff, former prosecutors and private security experts
- Staff members certified as instructors for FLETC, NJSP and US Border Patrol
- Provided examples of having extensive experience in conducting law enforcement needs assessments and transforming that data into clear understandable reports
- Articulated that they present findings backed by empirical data rooted in industry best practices and established legal principles
- Also, they outline detailed development, and implementation plans with measurable benchmarks
- Detailed explanation of the COO's experience
- Within the last 5 years conducted a Capabilities and Needs Assessment of the University of Internal Affairs of the Mongolian National Police, which is the country's sole law enforcement academy by evaluating the current state against the standards set by the International Association of Directors of Law Enforcement Standards and Training (IADLEST)
- Within the last 5 years conducted a Capabilities and Needs Assessment of the Vietnam National Police Border Liaison Offices and developed an Advanced Investigative Techniques Course tailored for Transnational Organized Crime investigations one of these courses was on de-escalation
- Within the last 5 years conducted a Southeast Asian regional training course on incorporating adult learning methodologies, particularly Reality-Based Training, into existing law enforcement training models
- Million-dollar certificate of liability insurance included

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: Gemellus Consulting Group

DATE: 3/25/2025

EVALUATOR NAME: Brian P. Scott

EVALUATOR DEPARTMENT: Maine State Police

- No previous or pending litigation against Gemellus Consulting Group
- 2. Subcontractors
 - None disclosed
- 3. Organizational Chart
 - Theresa Gladney (President / CEO)
 - Robert Cormier (COO / Executive Director)
 - Tim Faulk (Director of Special Operations)
 - Brad Fisher (Acting Deputy Director of Operations)
 - Connor Burroughs (Asst. Director of Operations and Chief Logistics Officer)
 - Steven Cozzi (Associate Vice President / Director of LE Programs)
 - Olga Rodriguez (Associate Vice President / Special Emphasis Program Coordinator)
 - Andrew Matwick (Lead Investigator / Instructor)
 - Paul Buckwalter (Lead Investigator / Instructor / Paramilitary programs)

II. Proposed Services

1. Services to be Provided
 - Planning and needs assessment
 - Program Development and Customization
 - Development of Training Materials
 - Evaluation and continuous improvement
2. Implementation – Work Plan
 - Very detailed explanation of the 5 phases:

Performance Section: Phases of Completion

Phase	Timeline (Months)	Key Tasks	Responsible Party
Phase 1: Project Initiation & Planning	1-3	- Kickoff Meeting with MCJA & stakeholders- Develop Job Task Analysis (JTA)framework- Establish communication channels - Secure approval for Work Plan	Project Lead, MCJA, SMEs
Phase 2: Job Task Analysis & Needs Assessment	3-7	- Conduct surveys, interviews, & field observations- Analyze task frequency & criticality - Compile preliminary report- Present findings for validation	Research Team, SMEs, MCJA

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

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BIDDER NAME: Gemellus Consulting Group

DATE: 3/25/2025

EVALUATOR NAME: Brian P. Scott

EVALUATOR DEPARTMENT: Maine State Police

Phase 3: Curriculum Development & Reality-Based Training (RBT) Design	7-12	- Develop learning objectives & curriculum structure- Integrate de-escalation & crisis response training- Design RBT scenarios with real-world stressors- Obtain MCJA & stakeholder approvals	Curriculum Developers, RBT Specialists, SMEs
Phase 4: Lesson Plan Development & Train-the-Trainer (T3)	13-18	- Draft lesson plans & training materials- Implement RBT exercises with role players- Train instructors in adult learning & scenario facilitation - Conduct pilot testing & develop Peer Mentorship Program	Instructor Team, T3 Facilitators, Pilot Officers
Phase 5: Finalization, Implementation & Continuous Improvement	19-24	- Refine curriculum based on pilot feedback- Certify instructors & facilitators- Implement statewide BLETP curriculum - Establish monitoring & evaluation system	MCJA, Certified Instructors, Peer Mentors

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: Gemellus Consulting Group, Inc.

DATE: March 24, 2025

EVALUATOR NAME: Aaron M. Turcotte

EVALUATOR DEPARTMENT: Maine State Police

Individual Evaluator Comments:

- I. Compliance Checklist
 - Proposal submission met deadline
 - All required documents submitted
- II. Understanding of Requirements
 - Gemellus Consulting has demonstrated an excellent understanding of project requirements.
 - Proposal aligns with objectives are strong
- III. Technical Competence
 - Gemellus Consulting demonstrates extensive expertise in required areas

Senior Management has over 100 years of combined experience. They have Conducted Law Enforcement needs assessments for State, Federal, and local police departments, with recommendations that have been received and implemented.

- a. United Nations Office on Drugs and Crime – Capabilities and Needs Assessment of University of Internal Affairs of Mongolian National Police. Review current standards and compare them against IADLEST to enhance the curriculum.
- b. United Nations Office on Drugs and Crime – Capabilities and Needs Assessment of the Vietnam National Police Border Liaison Offices. Training included De-Escalation and incorporated RBT.
- c. United Nations Office on Drugs and Crime–Conduct a regional training course on incorporating adult learning methodologies, specifically RBT, into existing LE models.

Subcontractors – Gemellus does not intend to subcontract any work on this project.

Strong organizational chart

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: Gemellus Consulting Group, Inc.

DATE: March 24, 2025

EVALUATOR NAME: Aaron M. Turcotte

EVALUATOR DEPARTMENT: Maine State Police

- Technical Fit

IV. Project Plan

- Timeline is 24 months – realistic based on their deliverables
 - a. Planning and Needs Assessment – P

-Phase 1 and 2: JTA, stakeholder engagement, and approval of work plan to include data collection and preliminary report development

- b. Program Development and Customization
 - *Curriculum Design integrating adult learning methodologies: interactive, scenario-based, and practical. With RBT.

-Phase 3: This includes curriculum design and approved framework.

- c. Implementation and Training Execution – P
 - (Q) Can we support the advanced technology? (Q) would this be an indirect cost later?
 - *Train-the trainer programs
 - Phase 4: this includes lesson plan development, pilot testing and developing peer mentorship program.

- d. Final Curriculum adjustments – P

Phase 5: Instructor certification, statewide implementation of BLETP curriculum. Assessment and Continuous improvement, quality control to ensure training remains aligned with evolving LE needs - P

- Methodology is clear
- Clearly defined milestones - P
- Resources appear to be allocated appropriately

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: Gemellus Consulting Group, Inc.

DATE: March 24, 2025

EVALUATOR NAME: Aaron M. Turcotte

EVALUATOR DEPARTMENT: Maine State Police

- V. Risk Management
- Certificate of Liability Insurance provided

VI. Reputation

Has anyone made contact with anyone from the list?

This vendor has a strong background in developing training programs, utilizing a JTA to better identify the needs and build a curriculum around this.

-Vendor had a strong conclusion

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: IADLEST

DATE: 3/25/2025

EVALUATOR NAME: Derek Gorneau

EVALUATOR DEPARTMENT: Department of Public Safety

Individual Evaluator Comments:

- I. **Preliminary Information** – *Appendix A completed, Responsible Bidder Certification completed, and three very relevant projects listed to meet the Eligibility Requirements.*
- II. **Organization Qualifications and Experience**
 1. **Overview of Organization** – *Current experience with over 600 basic law enforcement training academies and 900,000 police officers nationwide as well as some international experience. Listed 3 very relevant projects that are similar to the scope of the RFP.*
 - Project 1 – Vermont Police Academy – JTA and developed a new 700+ hour certification curriculum with test instruments and pilots.
 - Project 2 – New Mexico Law Enforcement Academy – State-wide JTA followed by performance outcomes, review of existing materials, and the development of a curriculum roadmap.
 - Project 3 – Colorado POST – Development of learning objectives from JTA data and a created a project plan for basic curriculum overhaul.
 2. **Subcontractors** – *IADLEST appears to rely heavily on subcontractors with many years of experience.*
 - Jon Blum – Over 30 years of experience.
 - Timothy Bonadies – Over 20 years of experience.
 - Val Lubans – Over 40 years of experience.
 3. **Organizational Chart** – *4 Full-Time Employees of the Non-Profit with a portfolio of subcontractors described in the Subcontractor Section but also included in the Organization Chart for reference.*
 4. **Litigation** – *No litigation in the last 5 years (plaintiff or defendant).*
 5. **Licensure/Certification** – *None that are applicable to this RFP*
 6. **Certificate of Insurance** - *Included*
- III. **Proposed Services**
 1. **Services to be Provided**
 - An incredibly detailed list of deliverables along with which subcontractors will be responsible for each.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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BIDDER NAME: IADLEST

DATE: 3/25/2025

EVALUATOR NAME: Derek Gorneau

EVALUATOR DEPARTMENT: Department of Public Safety

- They included an explanation of what a JTA is from their perspective and gave detailed descriptions of the methodologies used in a JTA and how they would be conducting it.
2. Implementation – Work Plan
- The Implementation Timeline was completed correctly.
 - 8 Months to complete the JTA and 16 months to produce all curriculum deliverables.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: International Association of Directors of Law Enforcement Standards and Training

DATE: 3/25/2025

EVALUATOR NAME: Brian P. Scott

EVALUATOR DEPARTMENT: Maine State Police

Individual Evaluator Comments:

I. Organization Qualifications and Experience:

1. Overview of Organization

- IADLEST is a non profit; Clearly outlines who they are and what they do and also include affiliations like IACP, BJA and NIJ
- Trusted with millions of dollars in state and federal funding
- Provides examples of prior grant awards
- Indicates proven experience in conducting Job Task Analysis for certified law enforcement agencies nationwide
- Data driven, researched backed approach to curriculum development
- Within last 5 years did complete JTA for:
 1. Entry level III law enforcement certification training for Vermont Police Academy
 2. Statewide basic entry level curriculum needs for New Mexico's law enforcement officer training to include a review of existing materials and providing a roadmap for developing new certification curriculum
- Within last 5 years development of core Ethical Decision Making Under Stress course with piloting and train the trainer deliverables for Colorado POST
- Has not been named as a plaintiff or defendant in any civil litigation in the past 5 years
- Million dollar certificate of liability insurance included

2. Subcontractors:

- Have worked together in the past on multiple projects that are identical in size and scope to this proposal
- Are nationally recognized with proven experience administering statewide JTA's and developing entry level certification curriculums for law enforcement professionals
- Jon Blum
 1. Extensive detailed qualifications are outlined
 2. His role and responsibilities are clearly listed

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: International Association of Directors of Law Enforcement Standards and Training

DATE: 3/25/2025

EVALUATOR NAME: Brian P. Scott

EVALUATOR DEPARTMENT: Maine State Police

- Timothy Bonadies
 1. Extensive detailed qualifications are outlined
 2. His role and responsibilities are clearly listed
- Val Lubans
 1. Extensive detailed qualifications are outlined
 2. His role and responsibilities are clearly listed

Organizational Chart

Mike Becar
(Executive Director)
Stacy Coleman (Adm. Assistant)
Yvonne Pfeifer (CFO)
Brian Grisham (Deputy Director)
Subcontractor
Consultants
Jon Blum
Tim Bonadies
Val Lubans

II. Proposed Services:

1. Services to be Provided

- Will administer a statewide JTA for Maine 2,500 to 2,900 FT LEO to identify job tasks by assignment, frequency and criticality
- Will use data collected by JTA to conduct a critical needs assessment of the current BLETP curriculum and identify any potential gaps along with a plan for remediation
- Will review instructional delivery and sequencing methods to ensure they match best practices
- Use data collected to formally recommend new BLETP curriculum
- Translate JTA data into learning objectives
- Develop training courses with Maine SMEs
- Identify integration points for newly conceptualized de-escalation and crisis response training
- Identify integration points for other foundational topics and uniform lesson plan development
- Deliverables will comply with National Certification Program standards

2. Implementation – Work Plan

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: International Association of Directors of Law Enforcement Standards and Training

DATE: 3/25/2025

EVALUATOR NAME: Brian P. Scott

EVALUATOR DEPARTMENT: Maine State Police

- A very detailed outline of tasks and timelines was provided and how this work will be conducted was included and clearly demonstrates the methodology that will be used for IADLEST to accomplish its deliverables:

Tasks	Duration
Develop raw task list; Meet with Maine DPS staff, stakeholders and TRC members and review the raw task list; make revisions to raw task list; Identify units of analysis and survey respondents	2 months
Develop and distribute the survey using a secure online platform; Gather valid sample sizes	2 months
Analyze data, compare with existing curricula, and present findings to Maine DPS.	3 months
Translate JTA data into performance outcomes / learning objectives and organize them into BLETP topics for curriculum development	1 month
Develop style guide, meet with Maine DPS staff and advisory group to map out BLETP tasks, topics, and integration points.	2 months
Develop foundational de-escalation/crisis response training training materials; Gather and incorporate advisory group and local SME feedback	5 months
Develop two additional BLETP topics that integrate de-escalation and crisis response content; Gather and	5 months

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

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BIDDER NAME: International Association of Directors of Law Enforcement Standards and Training

DATE: 3/25/2025

EVALUATOR NAME: Brian P. Scott

EVALUATOR DEPARTMENT: Maine State Police

incorporate advisory group and local
SME feedback.

Provide train-the-trainer sessions and 4 months
pilot all curriculum deliverables

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: International Association of Directors of Law Enforcement Standards and Training

DATE: March 20, 2025

EVALUATOR NAME: Aaron M. Turcotte

EVALUATOR DEPARTMENT: Maine State Police

Individual Evaluator Comments:

- I. Compliance Checklist
 - Proposal submission met deadline
 - All required documents submitted
- II. Understanding of Requirements
 - IADLEST demonstrated an excellent understanding of project requirements.
 - Proposal aligns with objectives are strong
- III. Technical Competence
 - IADLEST demonstrates extensive expertise in required areas

Significant experience managing training analyses, curriculum and related projects – translate JTA data into performance outcomes, review and develop a new 700+hr cert curriculum to include test instruments and piloting

- a. Vermont Police Academy – statewide JTA to identify basic entry level curriculum needs – translate JTA data into performance outcomes, review and develop a new 700+hr cert curriculum to include test instruments and piloting
- b. New Mexico Law Enforcement Academy – statewide JTA to identify entry level curriculum needs – translate JTA data into performance outcomes, review and develop a roadmap for developing a new cert curriculum
- c. Colorado POST – Development of a core ethical decision-making under stress course with piloting the train-the-trainer deliverables. Analysis of existing basic academy training materials, development of learning objectives from JTA data, and project plan constructions for State's basic curriculum.
 - focus on police academies (600+)
 - non-profit

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: International Association of Directors of Law Enforcement Standards and Training

DATE: March 20, 2025

EVALUATOR NAME: Aaron M. Turcotte

EVALUATOR DEPARTMENT: Maine State Police

-Subcontractors experience/education is strong with nationwide projects

- Technical Fit

IV. Project Plan

- Timeline is about 24 months – realistic based on their deliverables
 - a. Statewide JTA – P
 - b. Needs assessment – P
 - c. Recommendations in written report – P
 - d. Data into learning objectives – P
 - e. Scenario based training – P
 - f. 2 additional BLETP lesson that integrate concepts of de-escalation and crisis response – P
 - g. Uniform lesson plan development -P
 - h. Compliance with NCP standards – P
- Methodology
 - Validity – evidence based for content validity, criterion-related validity, construct validity
- ADA and EEOC regulations - P
- Clearly defined milestones
- Resources appear to be allocated appropriately
- JTA Work Plan- survey types –
 - a. (Q) does separating years of service matter?
 - b. Login and data requirements Q- will this slow the project down
 - c. Technical Review Committee - P
- Gap Analysis – P
- Develop New Learning Objectives – collaborating with stakeholders

V. Risk Management

- Certificate of Liability Insurance provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: International Association of Directors of Law Enforcement Standards and Training

DATE: March 20, 2025

EVALUATOR NAME: Aaron M. Turcotte

EVALUATOR DEPARTMENT: Maine State Police

VI. Reputation

Has anyone made contact with anyone from the list?

Overall this vendor appears to have a significant background, with decades of experience with supporting projects that highlight conducting a law enforcement needs / job task analysis and developing a curriculum outlined in the State of Maine RFP.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: Vitality Sight LLC

DATE: 3/25/2025

EVALUATOR NAME: Brian P. Scott

EVALUATOR DEPARTMENT: Maine State Police

Individual Evaluator Comments:

I. Organization Qualifications and Experience

1. Overview of Organization

- Clearly outlines who they are and what they do
- Founded in 2017
- Outlines the team's experience related to LE operations
- Within the last 5 years revamped and oversaw the Burlington County Crisis Intervention Team program by doing a comprehensive needs assessment of existing CIT program
- Within the last 5 years developed a comprehensive test preparation for the New Jersey Civil Service Commission's Law Enforcement Entry Exam for municipal, county and state law enforcement candidates by conducting an in depth needs assessment to identify key competencies required for success in the exam and LE career.
- Within in the last 5 years designed and delivered a Cultural Diversity and Bias Awareness training program based on a comprehensive needs assessment for the Linden Police Department (New Jersey based on phone number)
- Indicated that they have not been sued in the past 3 years
- Two million dollar certificate of liability insurance included

2. Subcontractors

- None listed

3. Organizational Chart

Jarrold Broadway (Chief Learning Officer)
Christopher Sharpe (Director of Medical Education)
Terry King (Instructor / Consultant)
Lynette Shaw (Instructor / consultant)
Todd Watkins (Instructor / Consultant)
Chennel Cyrus (Administrative Support Specialist)

II. Proposed Services

1. Services to be Provided

- Conducting structured surveys

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: Vitality Sight LLC

DATE: 3/25/2025

EVALUATOR NAME: Brian P. Scott

EVALUATOR DEPARTMENT: Maine State Police

- Analyzing assignment frequency and criticality to establish curriculum tops
 - Developing instructional goals and performance objectives
 - Creating curriculum that integrates de-escalation and crisis response training ensuring alignment with best practices and compliance with IADLEST National Certification Program Standards
 - Delivering uniform lesson plans in the approved academy format
2. Implementation – Work Plan
No detailed plan however the timelines were provided:

Task # Task Description Estimated Hours Timeline (Months) 1 Conduct a needs assessment / job task analysis with the State's 2,500 to 2,900 full-time law enforcement officers to identify job task by assignment, frequency, and criticality.

48 Months 1-3

2

Use data collected during the needs assessment / JTA to establish relevant topic areas (blocks of instruction) for the new BLETP curriculum.

70

Months 3-5 3 Develop learning objectives for the newly identified blocks of instruction, including instructional goals and performance objectives for each.

140 Months 5-8

4

Develop, in conjunction with the Project Manager and available SMEs, a training curriculum for de-escalation and crisis response for the BLETP to be integrated into the new curriculum.

280

Months 8-14

(overlap with Task #4) 5

Identify integration points within the newly conceptualized curriculum appropriate for de-escalation and crisis response training.

24 Months 10-12

6

Prioritize the identified integration points delineated above for uniform lesson plan development in approved Academy format, including all instructional content.

24

Months 12-14 7

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INDIVIDUAL EVALUATION NOTES**

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BIDDER NAME: Vitality Sight LLC

DATE: 3/25/2025

EVALUATOR NAME: Brian P. Scott

EVALUATOR DEPARTMENT: Maine State Police

All lesson deliverables will include a separate instructor and student manuscript for each topic, static visual aids, and testing instruments (written or skill-based).

276 Months 14-18

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: Vitality Sight LLC

DATE: March 21, 2025

EVALUATOR NAME: Aaron M. Turcotte

EVALUATOR DEPARTMENT: Maine State Police

Individual Evaluator Comments:

- I. Compliance Checklist
 - Proposal submission met deadline
 - All required documents submitted
- II. Understanding of Requirements
 - Vitality Sight LLC demonstrated an excellent understanding of project requirements.
 - Proposal aligns with objectives are strong
- III. Technical Competence
 - IADLEST demonstrates extensive expertise in required areas

Significant experience managing training analyses, curriculum and related projects – translate JTA data into performance outcomes, review and develop a new 700+hr cert curriculum to include test instruments and piloting

- a. Burlington County Department of Human Services–revamp and oversee the Burlington County Crisis Intervention team (CIT) program, aimed at strengthening crisis response by pairing law enforcement with mental health professionals to improve outcomes. – March, 2024 No JTA
- b. New Jersey Civil Service Commission–conducted an in-depth needs assessment to identify key competencies required for success in the exam and LEO careers. Comprehensive Test Prep Program
- c. Linden Police Department – Designed and delivered a Cultural Diversity and Bias Awareness Training based on a comprehensive needs assessment.
 - 200 plus years' experience
 - focus on training, crisis intervention, leadership development and policy consulting.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: Vitality Sight LLC

DATE: March 21, 2025

EVALUATOR NAME: Aaron M. Turcotte

EVALUATOR DEPARTMENT: Maine State Police

-Subcontractors experience/education is strong – medically strong as it relates to having folks working with medical backgrounds

-(Q) have they done work outside of NJ or the Atlantic Region

- Technical Fit

IV. Project Plan

- Timeline is 14-18 months – realistic based on their deliverables
 - a. Statewide JTA/Need assessment – P
 - b. Utilize data from JTA to establish relevant topics - P
 - c. Develop learning objectives, instructional goals and performance objectives – P
 - d. Collaborate with Project Manager and SME's to develop curriculum as outlined in the RFP – P
 - e. Identify Integration points within the curriculum – P
 - f. Prioritization of integration points – P
 - g. Uniform lesson plan development -P
- Methodology is unclear
- Clearly defined milestones - P
- Resources appear to be allocated appropriately
- JTA Work Plan- survey types –
 - a. Survey

V. Risk Management

- Certificate of Liability Insurance provided

VI. Reputation

Has anyone made contact with anyone from the list?

Overall this vendor appears to have a strong background with developing training programs, with decades of experience with supporting projects that

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: Vitality Sight LLC

DATE: March 21, 2025

EVALUATOR NAME: Aaron M. Turcotte

EVALUATOR DEPARTMENT: Maine State Police

highlight conducting at least two law enforcement needs, although I don't see supporting documentation of a job task analysis.

Will they break down a specific job or role into their essential tasks/responsibilities

Seems to be a broader view of overall requirements as it relates to the RFP

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

BIDDER NAME: Vitality Sight LLC

DATE: 3/25/2025

EVALUATOR NAME: Derek Gorneau

EVALUATOR DEPARTMENT: Department of Public Safety

Individual Evaluator Comments:

- I. **Preliminary Information** - *Appendix A completed, Responsible Bidder Certification completed, and Eligibility Requirements listed in Appendix C.*
- II. **Organization Qualifications and Experience** – *Provider of professional development, law enforcement training, and human resource consulting. Their instructors have over 200 years of experience*
 1. **Overview of Organization**
 - Project 1 – Burlington County Department of Human Services – Conducted a comprehensive needs assessment of the existing Crisis Intervention Team program and developed a structured, evidence-based training curriculum for law enforcement officers and mental health professionals. (March 2024 – Current)
 - Project 2 – New Jersey Civil Service Commission – Conducted an in-depth needs assessment to identify key competencies required for success in a law enforcement career and developed a comprehensive test preparation program for the Commission's Law Enforcement Entry exam. (July – November 2022)
 - Project 3 – Linden Police Department – Comprehensive needs assessment conducted to design and deliver a training for Cultural and Bias Awareness training. (Aug – Dec 2024)
 2. **Subcontractors**
 - *Not answered*
 3. **Organizational Chart** – *Included and appears there are six employees.*
 4. **Litigation** – *Not answered.*
 5. **Licensure/Certification** – *Multiple certifications included for Mr. Broadway (CIT Coordinator Course, De-Escalation Techniques to Individuals with Special Needs/Mental Health Issues Train the Trainer Course, Methods of Instruction, and Master Resiliency Trainer Course.*
 6. **Certificate of Insurance** - *Included*
- III. **Proposed Services**
 1. **Services to be Provided**

**STATE OF MAINE
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- Conduct a comprehensive needs assessment and job task analysis to evaluate all currently employed law enforcement officers.
 - Inform the development of relevant instructional topics for the new curriculum.
 - Discusses the methods that will be used but the overall proposed services lack detail in how this will be accomplished.
 - Much of the work will be conducted remotely but willing to travel as necessary.
2. Implementation – Work Plan
- This Implementation Timeline has a bit more detail along with the estimated hours for each task.
 - JTA completed in three months with the overall project being completed in 18 months.



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Janet T. Mills
Governor

Michael Sauschuck
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

I, Derek Gorneau

accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand and agree that the evaluation process is to be conducted in an impartial manner without bias or prejudice. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the award decision notices for public distribution.

Derek A Gorneau

Signature

3/24/25

Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Janet T. Mills
Governor

Michael Sauschuck
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
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I, Brian Scott accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Lt. Col. Brian P. Scott 3/24/2025
Signature **Date**



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Janet T. Mills
Governor

Michael Sauschuck
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT

RFP #: 202501008

RFP TITLE: Basic Law Enforcement Training Program (BLETP) Job Task Analysis & Curriculum Development / De-escalation & Crisis Response Training

I, Aaron Turcotte accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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Signature

3/20/25
Date