

State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:	David Plourde		
Department Contract Administrator or Grant Coordinator:	Gwen DeCicco		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 93,714.37	Advantage CT / RQS #:	20210107000000000666
CONTRACT	Proposed Start Date:	1/22/21	Proposed End Date: 1/21/22
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:	Consolidated Communications PO Box 11021 Lewiston ME 04240		
Brief Description of Goods/Services/Grant:	Phone services / Support		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)			
	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION
Please respond to ALL of the following:
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.
This supports our phone system which was installed by the vendor. It is critical to the MJB that citizens are able to call the courts. Other vendors would not have the knowledge to fully support our system.

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PART III: SUPPLEMENTAL INFORMATION

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

CCI won the original competitive bid to install the system. They have the unique ability to support the system. They are also located here in Maine for quick response.

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

It was originally bid and negotiated in a competitive method.

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

The MJB will competitively bid out the next phone system as well.

PART IV: APPROVALS

**Signature of requesting
Department's Commissioner
(or designee):**

By signing below, I signify that I approve of this procurement request.

Printed Name:

David Plourde

Date:

1/5/20

**Signature of DAFS
Procurement Official:**

DocuSigned by:
Justin Franzose

Printed Name:

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JUSTIN FRANZOSE

Date:

1/7/2021