



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 \$5,000 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:		Department of Professional and Financial Regulation	
Department Contract Administrator or Grant Coordinator:		Rachel Hendsbee	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 25,068	Advantage CT / RQS #:	RQS 02A 20241125000000000750
CONTRACT	Proposed Start Date:	1/1/2025	Proposed End Date: 12/31/2025
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:		LexisNexis, a division of RELX Inc. PO Box 9584 New York, NY	
Brief Description of Goods/Services/Grant:		Subscriber access to LexisNexis content and features as outlined in the proposed agreement	

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 proposed agreement will provide professionals within the Department access to Lexis content and features in support of regulatory and enforcement responsibilities of each agency, including researching State and Federal statutes; State and Federal regulations rules and regulations; State and Federal case law, Secondary legal sources relating to banking, trusts, corporations, securities, insurance, etc.; State and Federal advisory opinions and legal guidance; Legal treatises; and Asset and person searches related to subjects of investigations.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	
	LexisNexis offer access to electronic legal and regulatory research sources and material. There are limitations with any service due to ownership of certain materials and licensing practices of publishers. The Department may utilize multiple services.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	
	The pricing provided is below the usual cost for services and based on a one-year commitment.
4. Describe the plan for future competition for the goods or services.	
	The Department will continue to review all available providers, and the content and material offered.

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) – 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	
<i>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.</i>	
<input checked="" type="checkbox"/> The requesting department signatory understands and acknowledges Maine’s Conflict of Interest statutes.	

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	<i>Anne L. Head</i>		
Typed Name:	Anne L. Head	Date:	11/25/2024
Signature of DAFS Procurement Official:	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> DocuSigned by: <i>Joseph Zrioka</i> EA813178102243C... </div>		
Typed Name:	Joseph Zrioka Director of IT Procurement	Date:	1/8/2025