

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:		Dept of Public Safety – Maine State Police	
Department Contract Administrator or Grant Coordinator:		Lt. Tyler Stevenson Starla Dorval	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 59,500.00	Advantage CT / RQS #:	CT-16A-20210826*0490
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	9/25/2021	Effective Date:
	Previous End Date:	9/24/2022	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Kaseware Inc Denver Co	
Brief Description of Goods/Services/Grant:		Activity Reporting software and hosting	

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
x	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
x	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.

The fusion center needs a viable activity reporting system. In 2021 the fusion center entered into a **monthly subscription** with Kaseware to provide an activity reporting system. Prior to 2021 the previous homegrown system can only be supported by the MS Explorer browser which is no longer supported by Microsoft.

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PART III: SUPPLEMENTAL INFORMATION

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

In 2020, State Police paid \$60,000 for programming for the previous OIT homegrown activity reporting system. The application was being maintained and supported by OIT. This package was too expensive to maintain and does not fit the needs for the State Police activity reporting. The previous system was outdated and not compatible with OIT mandated browser requirements.

In 2021 the fusion center acquired a subscription to Kaseware and has been utilizing this platform successfully as an activity reporting system. Tremendous amounts of time and effort was spent implementing Kaseware as the fusion center's activity reporting system and it has been successful and adequate system. **If this contract is not extended, we will not have an activity reporting system and the State's only fusion center will not be able to function.**

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


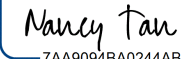
Kaseware is the least expensive activity reporting system available with the features **REQUIRED** for a large activity reporting agency. If the fusion center is to seek out a new activity reporting system, it will come at a high cost to the State (new startup cost/training) and the fusion center will **stop functioning during the time needed to implement a new system** and the **time required to train** the Fusion Center's staff on a new activity reporting system.

Our Kaseware subscription has already been implemented and will not require a costly transition to a new vendor for the next 2 yrs.

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

We will continue to monitor the market for alternatives systems that could save the state funding

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
	 <small>Michael Sauschuck (Jan 4, 2023 12:06 EST)</small>		
Printed Name:	Michael Sauschuck	Date:	Jan 4, 2023
	<small>DocuSigned by:</small>		
Signature of DAFS Procurement Official:	 <small>7AA9094BA0244AB...</small>		
Printed Name:	Nancy Tan Deputy Directory of IT Procurement	Date:	Feb-06-2023