

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:		DAFS/Office of Cannabis Policy (OCP)		
Department Contract Administrator or Grant Coordinator:		John Gagnon, Director of Analytics		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 5,700.00	Advantage CT / RQS #:	20231213000000000881	
CONTRACT	Proposed Start Date:	11/30/2023	Proposed End Date:	12/30/2023
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:		Metrc LLC 4151 S Pipkin Rd Lakeland, FL 33811-1425		
Brief Description of Goods/Services/Grant:		Metrc Handheld Radio Frequency Identification (RFID) Scanners with charging cable and manufacturer warranty Metrc Spector App support 2 years Metrc Handheld Support 2 years		

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.**

State of Maine Procurement Justification Form

PART III: SUPPLEMENTAL INFORMATION

Two Field Investigator positions were established in SFY2022; through PL2021 c. 367 and the third Field Investigator position was created in SFY2023 PL2021 c. 735. These positions have now been filled and we require three additional RFID scanners to allow our Field Investigators to identify and track tags for Adult Use and Medical Marijuana in all its form.

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

Metrc LLC is our selected vendor executing our Seed-to-Sale Tracking System. As part of that contract deliverable was the lease at no charge two state-of-art RFID readers to our department. These devices were deployed to the field and tested at a large cultivation facility. The analysis of the RFID device demonstrated the unit in working order as explicated and moving forward to equip each of our Field Investigators with a tracking device to execute their inspections.

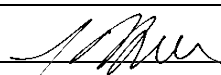
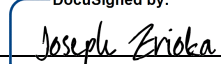
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

Metrc LLC was the selected vendor in a competitive RFP selection process. OCP field staff evaluated the usefulness of an initial 2 handheld units. OCP then discussed purchasing and leasing options with the vendor with regards to the acquisition of additional units. OCP considered the retail cost of the physical devices, in addition to the value of the additional custom software and support offered by the vendor. Based upon this review, OCP agreed that the vendor's rates were fair and reasonable. Significant OCP staff time savings will be achieved by utilizing such handheld units in the field.

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

The use of such handheld devices is closely linked to the proprietary nature of the vendor's software. As such, the purchase or lease of handheld devices will always be dependent on which vendor has been selected through the competitive bid process. Alternative vendors, and their related services, will be considered when the current contract expires in 2026.

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>		
			
Printed Name:	John Hudak	Date:	12/13/2023
Signature of DAFS Procurement Official:	DocuSigned by: 		
Printed Name:	EA813178102243C... Joseph Zrioka Director of IT Procurement	Date:	1/31/2024

State of Maine Procurement Justification Form