



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

DIVISION OF 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 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 intranet site (Forms page) for additional instructions.

| PART I: OVERVIEW | | | |
|---|----------------------|---|-------------------------------|
| Department Office/Division/Program: | | Secretary of State, Bureau of Motor Vehicles, Information Services | |
| Department Contract Administrator or Grant Coordinator: | | Chris Johnson, Deputy Secretary of State Chief Information Officer | |
| (If applicable) Department Reference #: | | | |
| Amount: (Contract/Amendment/Grant) | \$23,019.76 | Advantage CT / RQS #: | 20240124000000001033 |
| CONTRACT | Proposed Start Date: | 4/5/2024 | Proposed End Date: 04/04/2025 |
| 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: | | Oracle America 500 El Dorado Blvd Broomfield, CO 80021 | |
| Brief Description of Goods/Services/Grant: | | Annual renewal | |

| 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.

Oracle hardware and software are critical to the operation of the Office of Information Services and the services provided by the Department of Secretary of State, including the Bureau of Motor Vehicles, the Bureau of Corporations, Elections and Commissions, and the Maine State Archives. Without software updates to Oracle database servers and support for any issues with the database software, the production of motor vehicle credentials, including licenses, ID cards, title and registrations, as well as managing elections and voter registrations would all be in jeopardy.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

The Office of Information Services requires support and technical assistance directly from Oracle. As the developer and maintainer of Oracle technology they have the best expertise and maintenance ability for our Oracle hardware and software.

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

The costs of the renewal of Oracle licenses is at a lower cost to purchase direct from Oracle than from a Value-Added Reseller.

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

The Office of Information Services will continue to pursue the best price for all Oracle support whether that be purchasing directly from Oracle or working with a Value-Added Reseller but at this time the cost for renewal is much lower.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

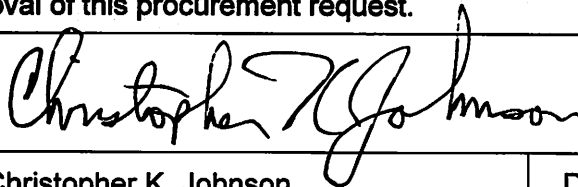
Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

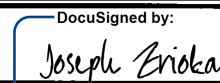
Signature of requesting
Department's Commissioner
(or designee):



Typed Name: Christopher K. Johnson

Date: 1/24/2024

Signature of DAFS
Procurement Official:

DocuSigned by:


Typed Name: Joseph Zrioka Director of IT Procurement

Date: 2/2/2024