



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:		Maine Revenue Services	
Department Contract Administrator or Grant Coordinator:		Alex Weber, General Counsel at Maine Revenue Services	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 97,980.00	Advantage CT / RQS #:	20240129*1093
CONTRACT	Proposed Start Date:	1/1/2024	Proposed End Date: 12/31/2026
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:		RELX Inc DBA LexisNexis Po Box 9584 New York, NY 10087-4584	
Brief Description of Goods/Services/Grant:		Online legal research database	

### 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.

LexisNexis is one of the leading online providers for legal research. As a state agency, Maine Revenue Services regularly utilizes this service to research cases, statutes, and other laws at the federal and state levels.

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

LexisNexis is uniquely situated as one of the two leading online research providers. Law firms, judges, legislators, and agencies regularly utilize this vendor's service. In addition, Maine Revenue Services already maintains a regular contract with the other online legal research provider, Westlaw. While there is some overlap between the two vendors, they each contain unique legal research that the other does not provide. Therefore, most users, including state agencies, regularly maintain subscriptions to both.

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

Maine Revenue Services requested the lowest possible rate for the number of individual users at the agency. In doing so, the LexisNexis representative provided their lowest cost for a state governmental agency by email quote.

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

For the reasons stated earlier, Maine Revenue Services will continue to procure these unique services from LexisNexis through single-source/unique vendor bidding.

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

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).


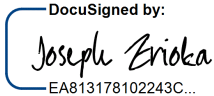
Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.

### PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Procurement Justification Form (PJF)

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Jenny Boyden Associate Commissioner	Date:	2-13-24
Signature of DAFS Procurement Official:	DocuSigned by:  EA813178102243C...		
Typed Name:	Joseph Zrioka Director of IT Procurement	Date:	2/16/2024