

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/OIT		
Department Contract Administrator or Grant Coordinator:				
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$11,329.50	Advantage CT / RQS #:	RQS 18B 20200218*930	
CONTRACT	Proposed Start Date:	3/1/2020	Proposed End Date:	4/30/2020
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:		Rolta AdvizeX Technologies 6400 Rockside Woods BLVD STE 190 Independence, OH 44131		
Brief Description of Goods/Services/Grant:		(37) HPE Computer Servers On-Site Hardware Support		

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.

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PART III: SUPPLEMENTAL INFORMATION

The State of Maine, Office of Information Technology (OIT), seeks HPE hardware support and maintenance service for 37 HPE servers for a two-month timeframe (March/April, 2020) while support for the servers is placed out to bid (for a full year). The two-month service will allow a two-week bid period, response/quote evaluation time and a two-week appeal period.

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

Rolta AdvizeX is the existing vendor; selected to provide continuity.

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

Quote from vendor for short-term 60-day extension. Reduced count of servers from 60+ to 37 as equipment was retired.

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

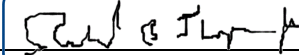
This is a one-time 60-day service agreement. The original bid was not issued early enough to allow 6-weeks for processing. The 60-day period will also allow transition time to a different vendor, if applicable.

PART IV: APPROVALS

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

By signing below, I signify that I approve of this procurement request.

DocuSigned by:



Printed Name:

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Richard B. Thompson

Date:

2/23/2020

**Signature of DAFS
Procurement Official:**

DocuSigned by:



Printed Name:

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Justin Franzose

Date:

3/4/2020

DocuSigned by:



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Frederick Brittain

2/23/2020