

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/Enterprise Data Services		
Department Contract Administrator or Grant Coordinator:		Jeffrey A Jordan		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$5,299.53	Advantage CT / RQS #:	Existing BPO 18B 20200203*659	
CONTRACT	Proposed Start Date:	2/1/2020	Proposed End Date:	1/31/2021
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:		Mythics 4525 Maine St. Suite 1500, Virginia Beach, VA 23462		
Brief Description of Goods/Services/Grant:		Oracle Equipment/Parts Install Services (3) Exadata Appliances		

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.

In BPO 18B-20200203-0659 OIT purchased 4.5 terabytes (72 chips of 64 gig. each) of computer memory for the State of Maine, Office of Information Technology hosted, Oracle Exadata database environment with one-day of install services. Databases cannot be added to the environment due to insufficient memory. Additional memory fully populates equipment.

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PART III: SUPPLEMENTAL INFORMATION

OIT needs to modify the agreement adding two additional days of install services (3 systems, one day install service for each) to do one system per day. This change will minimize downtime and risk (versus doing all 3 systems in one day and disrupting work).

Please modify BPO 18B 20200203*659, adding Mythics 5247697 MEOIT EXAMEM T&E-1, 2-27-2020; and \$5,299.53 funds. On CL2 increase Contract Amount from \$17,072.82 to \$22,372.35; and AL2 from \$2,384.82 to \$7,684.35.

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

Adjustment of Mythics Oracle service order to add installation service days.



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

Costs quoted by Mythics and Oracle.

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

One-time change/install. No future purchase.

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>DocuSigned by:</small> 		
Printed Name:	052B9AC7F56A489... Frederick Brittain	Date:	3/11/2020
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	AEED9C7B3A8044E... Justin Franzose	Date:	3/20/2020