



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:		DAFS/Maine IT/Data Center	
Department Contract Administrator or Grant Coordinator:		Roger Gagnon	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 17,287.32	Advantage CT / RQS #:	RQS 18B 20220301-0965
CONTRACT	Proposed Start Date:	3/1/2022	Proposed End Date: 6/30/2022
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:		AdvanTech, Inc. 2661 Riva RD, Building 1000 – Ste 1050 Annapolis, MD 21401-7353	
Brief Description of Goods/Services/Grant:		Key vault system for MaineIT data centers	

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.

MaineIT has a need for a key vault system in our (2) data centers. We approached BGS/PMD lock-shop and requested a quote for the system we need that would work with BGS locks and badge access systems. Gary Tibbetts recommended the CaptureTech system and provided a quote from ATi.

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

The vendor was recommended by BGS, as this equipment must be compatible with BGS security systems that are currently in use.

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

We deferred to BGS lock-shop, as they have a Capture-Tech key-vault system currently in use at the CROSS office campus and we had to ensure that we used a compatible system, so our access badges would function with the key-vault system.

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

This is a unique circumstance that we don't anticipate being a common occurrence.

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


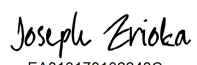
Does this request utilize ARPA/MJRP funds?

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:	Fred Brittain	Date:	Mar 4, 2022
Signature of DAFS Procurement Official:	 <small>DocuSigned by: EA813178102243C</small>		
Typed Name:	Joseph Zrioka	Date:	3/15/2022





PJF ATi CaptureTech 1

Final Audit Report

2022-03-04

Created:	2022-03-04
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