



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 Judicial Branch	
Department Contract Administrator or Grant Coordinator:		Dave Packard	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ \$600,000	Advantage CT / RQS #:	202207120*0098
CONTRACT	Proposed Start Date:	Click or tap to enter a date.	Proposed End Date:
AMENDMENT	Original Start Date:	10/1/2016	Effective Date:
	Previous End Date:	9/30/2026	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Tyler Technologies Inc.	
Brief Description of Goods/Services/Grant:		Increases agreement amount for Additional Support Services to include 1) establish a bank of hours to be used for Custom Development and 2) to provide a Technical Account Manager. See below for further details.	

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 checked="" type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input 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.

1. Custom Development.

These services shall include custom development to the Enterprise Justice case management system (formerly known as Odyssey). Terms and conditions for all development work to be performed is as follows:

- a. All custom development work to be performed must be memorialized in an Authorization Order and approved by the MJB before any work is performed.
- b. Tyler will perform all development at an hourly rate agreed to by the MJB, based on Tyler hourly rates not to exceed \$210 per hour.
- c. This is not a guarantee of funds for Tyler. The MJB can choose to have Tyler perform some or no custom development work.
- d. The total amount of services and expenses for Additional Professional Services shall not exceed \$525,000. If more services are required, the parties would be required to execute an additional contract amendment.
- e. All other terms and conditions outlined in the Master Agreement remain in full effect.

2. Technical Account Manager (TAM) services.

Tyler shall provide Additional Support Services, through an additional professional entitled a Technical Account Manager (TAM) . The TAM will provide the MJB with expertise and knowledge in the support and administration of our Enterprise Justice environment. The primary scope of services will include assistance with updating the MJB data center, and creating a new environment for MJB's planned upgrade to Enterprise Justice version 2023. The TAM will also serve as a knowledge resource, positioning MJB staff to be self-sufficient with environment administration.

The TAM shall provide services for no longer than 1-year or \$75,000. If more services are required, the parties would be required to execute an additional contract amendment.

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

Tyler Technologies is implementing their Enterprise Justice Court Case Management System (formerly known as Odyssey) for the Maine Judicial Branch (MJB).

The statewide roll-out of the new system is well underway, having completed implementations for the Violations Bureau, Bangor District Court, Penobscot Superior Court, and the Business and Consumer Docket. Imminent implementations will include the Lewiston District Court and Androscoggin Superior Court, with a prospective statewide rollout schedule having all locations being completed by the end of 2026.

The aforementioned items include work and services that can only be performed/provided by Tyler. The development will address critical updates needed to resolve issues with the processing of

PART III: SUPPLEMENTAL INFORMATION

criminal cases and to address other priority operational issues. The Technical Account Manager will help us with the management of our Enterprise Justice infrastructure, positioning MJB staff to be self-sufficient with environment administration.

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

The bond funding for the implementation of Enterprise Justice was appropriated by PL571 of the 126th Legislature. The bond funds have been exclusively set aside for the implementation of the system, which the aforementioned services are directly related to.

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

Under the current contract, Tyler will be implementing and providing maintenance and support of Enterprise Justice until 2023. At the end of the contract, Tyler and the MJB can elect to renew the agreement for a 5-year period. There are three, 5-year renewal options built in, which could potentially extend the contract to 2041.

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):	DocuSigned by: <i>Connor Smith</i> <small>755F066F9C634D0...</small>			1/10/2024
Typed Name:	Connor Smith	Date:		
Signature of DAFS Procurement Official:	DocuSigned by: <i>Joseph Zrioka</i> <small>EA813178102243C...</small>			
Typed Name:	Joseph Zrioka Director of IT Procurement	Date:	3/1/2024	