

## 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 / Shared Services	
Department Contract Administrator or Grant Coordinator:		Heather Perreault	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 706,230	Advantage CT / RQS #:	20181115000000001668
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	11/13/2018	Effective Date:
	Previous End Date:	06/30/2024	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Premier International Enterprises, Inc 135 S LaSalle Street Suite 2225 Chicago, IL 60603	
Brief Description of Goods/Services/Grant:		Data Migration to support the Cloud Application for Payroll	

### 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
X	B. Amendment		H. State Statute/Agency Directed
	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

Prism project timeline has extended from July 2024 to Dec 2024. Premier services work in parallel with the Prism implementation schedule. This change order is to ensure that support can continue to be provided past the current end date of June 30, 2024.

The Project Management Office Data Project Manager has left state service. With this Data Project Manager role is critical to a successful implementation, the Prism project has secured a Project Manager replacement with Premier. This Project Manager will be billed on a T&M basis, in alignment with this original contract with Premier.

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

The continued data validation, edit reports, and automation of legacy data clean up will require work from Premier to support the Department throughout our implementation timeline. The State has been working with Premier for over 5 years as it relates to converting and migrating our legacy data for the Prism project. With Premier's deep understanding of our data and the State needing to fill this vacancy quickly, Premier was asked if they could resource this Project Manager position expeditiously. Premier provided a Project Manager with years of data migration project experience.

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

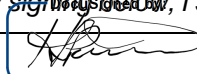
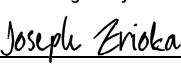
The rate for this Project Manager aligns with the hourly rates for all Premier resources, in alignment with the original contract.

The rate for the Premier Project Manager aligns with market standards for a Project Manager with this level of experience and expertise in legacy data migration.

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

Any further changes would be a scope change and will require an approved change per Procurement requirements for new services.

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
	<small>9C938649FAA247D...</small>		
<b>Printed Name:</b>	Heather Perreault	<b>Date:</b>	<del>1/20/2022</del> 2/20/2024
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> 		
	<small>EA813178102243C</small>		
<b>Printed Name:</b>	Joseph Zrioka Director of IT Procurement	<b>Date:</b>	2/14/2024