

## 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/MRS		
Department Contract Administrator or Grant Coordinator:	Michael Fortin		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 64,724.00	Advantage CT / RQS #:	20100311*4659
CONTRACT	Proposed Start Date:		Proposed End Date:
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:	Revenue Solutions Inc.		
Brief Description of Goods/Services/Grant:	Funds need to be added to the contract to provide for additional cost of hardware refresh and VMWare license renewal.		

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>X</b>	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:
<b>1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.</b>

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### PART III: SUPPLEMENTAL INFORMATION

The technical infrastructure that supports MRS' data warehouse is undergoing a refresh. The cost of the hardware has increased \$46,024 since the original estimate was provided due to market conditions. The VMWare renewal is an additional \$18,700. It is critical to MRS the infrastructure is properly maintained and updated in a timely manner. Since its inception, the data warehouse has increased revenues through the identification of income tax non-filers and the detection and interception of erroneous and fraudulent individual income tax refunds. It has also provided substantial support for revenue estimation and econometric research, the identification of business non-filers, and the general analysis and reporting needs of MRS. Any disruption in the performance of the data warehouse would directly impact state revenues.

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

The data warehouse was developed by RSI as part of its tax administration suite and is proprietary. It has been maintained and supported by RSI since its inception.

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

MRS has determined the cost for these services is fair and reasonable and is consistent with RSI's current billing rates.

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

MRS is currently in contract negotiations with Fast Enterprises to replace the agency's legacy tax administration system which would include the data warehouse.

### 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>		
			
<b>Printed Name:</b>	Heather L. Perreault	<b>Date:</b>	3/31/2020
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> <i>Justin Franzose</i>		
<b>Printed Name:</b>	<small>AEED9C7B3A8044E...</small> Justin Franzose	<b>Date:</b>	4/9/2020