

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:		Dept of Public safety – Maine State Police – SBI			
Department Contract Administrator or Grant Coordinator:		Matt Ruel Jaye Parker			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)		\$ 1,678,380.00	Advantage CT / RQS #:		CT-16A-20190919*0955
CONTRACT	Proposed Start Date:	4/1/2020	Proposed End Date:	3/31/2024	
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:		Idemia Identity & Security USA LLC Billerica MA			
Brief Description of Goods/Services/Grant:		Fingerprinting “fee for service” associated with pre-employment, employment and credentialing processes.			

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
x	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

The bureau has an obligation to provide fingerprinting services at the statutorily appointed agency who serves as the sole source contributor to the FBI's database. Title 25 MRSA explains our requirement in terms of fingerprinting supported background checks, and there are numerous other Titles that specifically address individual agency requirements tied to their rules, regulations and/or licensing.

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

This is the only vendor who can provide this service using the existing system as they have compatible software with our fingerprint analysis equipment at the State and Tri-State level. Changing out the entire system would cost the tax payers millions of dollars as Maine is part of a Tri-State agreement where Maine, NH and Vermont currently share the cost of the analysis equipment. The current contract expires 3/31/2020 and we have had multiple extensions while deliverables and negotiations were being done for the new contract. The value and contract expiration date of this contract has changed several times since we began working on it in Sept 2019. We have negotiated contract time length, new rates and a no cost refresh (server upgrade).

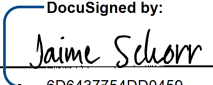
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

There is no cost to the state for this contract. The individual pays the State of Maine via credit card. The fee collected exceeded the per transaction fee that this vendor charges us. We use the collected funds to pay for the services, credit card fees and service charges with the remainder going to the General Fund. We negotiated a reduced rate due to the increase in the number of background checks now required for licensing and employment.

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

Because this service is dependent on our existing AFIS system this is the only vendor we can use. The AFIS system uses proprietary algorithms and changing to a new system is cost prohibited. The cost of the AFIS system (the fingerprinting hub equipment) gets shared by Maine, NH and Vermont as part of a Tri-State agreement. The other two states are not willing to change. A change by Maine would require us to burden the entire cost of a new system and all fingerprinting equipment statewide would have to be replaced to be compatible with the new equipment.

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>		
Printed Name:	Michael Sauschuck	Date:	3-11-2020
Signature of DAFS Procurement Official:	<div style="border: 1px solid black; padding: 2px;"> <small>DocuSigned by:</small>  </div>		
Printed Name:	Jaime Schorr	Date:	3/27/2020