

## 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:		Secretary of State, Information Services			
Department Contract Administrator or Grant Coordinator:		Darren Henderson- Director of Infrastructure and Cyber Security			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	\$ 19,706.54	Advantage CT / RQS #:	20210420000000000976		
CONTRACT	Proposed Start Date:	<b>05/20/21</b>	Proposed End Date:	<b>05/19/22</b>	
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:		Oracle America Inc 500 Eldorado Blvd Broomfield Co 80221			
Brief Description of Goods/Services/Grant:		Oracle Support 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. Amendment		H. State Statute/Agency Directed
<b>x</b>	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

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## 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.**

Oracle hardware and software are critical to the operation of the Office of Information Services and the services provided by the Department of Secretary of State, including the Bureau of Motor Vehicles, the Bureau of Corporations, Elections and Commissions, and the Maine State Archives. Without support of Oracle databases, the production of motor vehicle credentials, including licenses, ID cards, title, and registrations, as well as holding elections would be in jeopardy.

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

The Office of Information Services requires a need directly from Oracle technical assistance with the expertise and maintenance ability to be applied to Oracle technology hardware and software.

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

The costs of the renewal of Oracle licenses is at a slightly lower cost than using a vendor under a Master Agreement contract. We have multiple oracle renewals for FY 21 and FY 22 the cost savings for each renewal will be a greater impact overall.


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

The Office of Information Services will continue to pursue the best price for all Oracle support but at this time, Oracle direct seems to be the best solution for savings and expertise.

## PART IV: APPROVALS

**Signature of requesting  
Department's Commissioner  
(or designee):**

*By signing below, I signify that I approve of this procurement request.*



**Printed Name:**

*Darren Henderson*

**Date:**

*4/20/2021*

**Signature of DAFS  
Procurement Official:**

DocuSigned by:  
*Justin Franzose*

**Printed Name:**

AEEED9C7B3A8044E...  
*Justin Franzose*

**Date:**

4/21/2021