

# State of Maine Procurement Justification Form

This form must accompany ALL contract requests and sole source requisitions (RQS) submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below.

PART I: OVERVIEW			
Department Office/Division/Program:	Secretary of State, Information Services		
Department Contract Administrator or Grant Coordinator:	Donna Grant, Deputy Secretary of State		
(If applicable) Department Reference #:			
Document Amount:	\$228,766.05	Advantage CT / RQS #:	RQS 29B20200513000000001238
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:
ALL OTHER	Proposed Start Date:	7/1/2020	Proposed End Date: 6/30/2021
Vendor/Provider/Grantee Name, City, State:	Oracle America, Inc. 500 Eldorado Blvd. Broomfield, CO 80021		
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.			
	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
<b>X</b>	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>
<p>Oracle hardware and software are critical to the operation of the Office of Information Services and the services provided by the Department of the Secretary of State, including the Bureau of Motor Vehicles, the Bureau of Corporations, Elections, and Commissions, and the Maine State Archives. Without support for Oracle databases, the production of motor vehicle credentials, including licenses, ID cards, titles and registrations, as well as holding elections would be in jeopardy.</p>

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### PART III: SUPPLEMENTAL INFORMATION

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

There are no other available resources. Only Oracle technical assistance/expertise/maintenance can be applied to Oracle technology hardware and software.

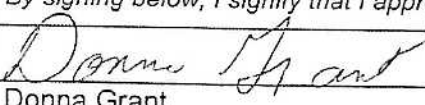
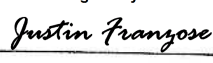
**3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.**

The Department of the Secretary of State, Information Services requested a quote for the Renewal of Technical Support Services for Oracle Information Technology Equipment from a vendor who has a master contract with the State of Maine. There is a \$6,519.83 saving when purchasing this renewal directly from Oracle.

**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 whether that be purchasing directly from Oracle or working with a vendor who holds a master contact with the State of Maine to supply Oracle products and support.

### 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>	Donna Grant	<b>Date:</b>	5/14/2020
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> 		
<b>Printed Name:</b>	<small>AEED9C7B3A8044E...</small> Justin Franzose	<b>Date:</b>	5/18/2020