

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			
Department Contract Administrator or Grant Coordinator:	Darren Henderson- Director of Infrastructure and Cyber Security			
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ \$ 7500.00	Advantage CT / RQS #:	20210430000000001008	
CONTRACT	Proposed Start Date:	05/31/2021	Proposed End Date:	05/30/2022
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:	LogMein 333 Summer Street Boston MA 02210			
Brief Description of Goods/Services/Grant:	Annual Renewal of Go-To-Assist Corporate Service			

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
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION

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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.

The Office of Information Services within the Bureau of Motor Vehicles (BMV) and the Bureau of Corporations, Elections, and Commission (CEC) uses Go-To-Assist software to communicate outside the firewall. Municipal agents, municipal officers, and CEC personnel remotely connect with and remotely fix users' computer problems. This software essential to enabling users to conduct business with the State and vice versa. During the time of many working remotely, Go-To-Assist has been an important tool to help Information Services solve issues with those working remotely. To require users, many of whom are municipal agents and officers, to transition to new software will create problems for all involved.

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

Go-To-Assist has been especially adapted to meet the needs of Maines' 502 municipal agents and officers as well as the users at Bureau of Corporations, Elections and Commissions. It is also essential to allow Information Services to help those working remotely with the issues that arise.

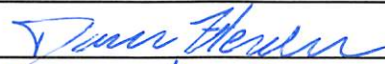
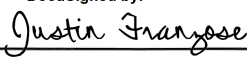
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The software per license of Go-To-Assist software has not changed since 2010

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

The Office of Information Services will continue to search for vendors that can provide the same quality of software as Go-To-Assist but at a lower cost.

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:	<i>Darren Henderson</i>	Date:	<i>4/30/2021</i>
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>AEEF9C7B3A8044E</small> <i>Justin Franzose</i>	Date:	<i>5/3/2021</i>