



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

DIVISION OF PROCUREMENT SERVICES

STATE OF MAINE

PROCUREMENT JUSTIFICATION FORM (PJF)

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 intranet site (Forms page) for additional instructions.

PART I: OVERVIEW			
Department Office/Division/Program:		Workers Compensation Board	
Department Contract Administrator or Grant Coordinator:		Jan M. Adams	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 40,308.00	Advantage CT / RQS #:	RQS 90C 20230421.1291
CONTRACT	Proposed Start Date:	7/1/2023	Proposed End Date: 6/30/2026
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:		RELX Inc., dba LexisNexis P.O. Box 9584 New York NY 10087-4584	
Brief Description of Goods/Services/Grant:		On-line legal research services	

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input checked="" type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input type="checkbox"/>	J. Willing and Qualified
<input type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	L. Other Authorization

Please respond to ALL of the questions in the following sections.

PART III: SUPPLEMENTAL INFORMATION

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

The Workers' Compensation Act (Title 39-A) requires the Board's Administrative Law Judges, attorneys and advocates, our General Counsel and Deputy General Counsel, and the professional legal staff in the Appellate Division to perform investigations and legal research, draft statutes and regulations, and write legal briefs and/or administrative law decisions as part of their assigned duties.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

RELX, Inc. dba LexisNexis offers access to legal databases and is the only source offering access to Larson's Workers' Compensation Law and Digest. Larson's collects and summarizes workers' compensation cases from all 50 states providing analysis and litigation guidance for attorneys handling workers' compensation cases. The Board's legal staff rely on the information from the collected databases and Larson's to assist them in conducting their assigned duties to administer the Workers' Compensation Act, interpret and draft statutory provisions and regulations, and prosecute and decide workers' compensation claims.

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

The vendor extends governmental pricing to the Board in the form of a fixed monthly commitment for each 12-month period of the agreement, representing a savings over transactional or pay-as-you-go pricing.

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

None we are aware of.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

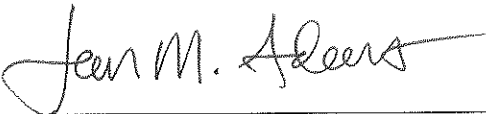
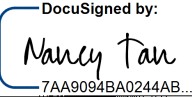
Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Jan M. Adams	Date:	4/21/2023
Signature of DAFS Procurement Official:			
Typed Name:	Nancy Tan Deputy Director of IT Procurement	Date:	5/2/2023