

## 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:		DECD, ConnectMaine Authority			
Department Contract Administrator or Grant Coordinator:		Peggy Schaffer			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)		\$ 18,000	Advantage CT / RQS #:	CT19A 20190725000000000312	
CONTRACT	Proposed Start Date:	7/1/2020	Proposed End Date:	6/30/2021	
AMENDMENT	Original Start Date:	7/1/2019	Effective Date:	7/1/2020	
	Previous End Date:	6/30/2020	New End Date:	6/30/2021	
GRANT	Project Start Date:		Grant Start Date:		
	Project End Date:		Grant End Date:		
Vendor/Provider/Grantee Name, City, State:		Solix, Inc. Parsippany, NJ			
Brief Description of Goods/Services/Grant:		Assessment Fund Administrator			

### 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>X</b>	B. Amendment		H. State Statute/Agency Directed
	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

Please respond to ALL of the following:

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

The ConnectME fund is created in MRSA 35-A § 2911 to fund the ConnectME Authority

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## PART III: SUPPLEMENTAL INFORMATION

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

Solix is the fund administrator for the ConnectMaine Authority and the Public Utilities Commission that assesses and collects legislatively required assessments from telephone and broadband providers. Collection of these assessments requires systems and access to information from the telephone and broadband providers the State does not have the capacity to accomplish.

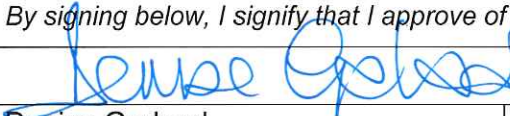
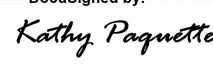
**3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.**

Because of the specialized nature of this assessment work, and Solix's experience and current contract with the PUC to provide similar services, putting this out to bid is not cost effective.

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

The ConnectME fund is a small part of the work this company does for the PUC. If the Public Utilities Commission rebids this contract ConnectME may also join in that RFP process.

## 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>	Denise Garland	<b>Date:</b>	8-5-20
<b>Signature of DAFS Procurement Official:</b>	<small>Digitally signed by:</small> 		
<b>Printed Name:</b>	Kathy Paquette	<b>Date:</b>	6/2/2020