

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:		DAFS/OIT			
Department Contract Administrator or Grant Coordinator:		Frederick Brittain			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	\$282,385.74	Advantage CT / RQS #:	RQS 18B 20200604*1335		
CONTRACT	Proposed Start Date:	June 1, 2020	Proposed End Date:	June 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:		Gartner, Inc. PO Box 911319 Dallas, TX 75391-1319			
Brief Description of Goods/Services/Grant:		Information Technology Independent Research Services			

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

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.**

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PART III: SUPPLEMENTAL INFORMATION

As the State of Maine continues to deploy more cloud-hosted, enterprise-class SaaS applications, complex information security protection services and appliances and is updating its electronic communications infrastructure, engaging industry experts to advise in these initiatives this service is essential. As a vendor agnostic company, Gartner's knowledge of the IT industry and vendors has become increasingly valuable to OIT as we enter long-term relationships with these partners.

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

Gartner offers OIT:

- Gartner Research - a wide array of coverage on technology trends and issues. Various report types provide key technology advice, insight, and resources needed.
- Gartner Key IT Metrics - research focused on benchmarking IT metrics in Outsourcing, Security, Infrastructure and Applications. There are several reports in each of these areas.
- Gartner Toolkits - actionable resources to designed to save your time while ensuring best practices. They include RFP templates, job descriptions, project checklists, and more.
- Analyst interactions - pre-planned discussions with Gartner subject matter experts who apply thought leadership, answer questions, review business plans, contracts, & RFP's. Analysts essentially become an extension of your staff.
- IT News and Insights to brief leadership

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

Last year multiple avenues were explored to obtain a competitive quote including resellers. The best value/cost was attained through Gartner. Gartner is providing a credit for early renewal.

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

OIT will continue to seek multiple cost quotes through the vendor and the NASPO contracts. The NASPO contract for IT research is not available yet but may offer additional options in the future.

PART IV: APPROVALS

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

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

DocuSigned by:



Printed Name:

Frederick Brittain

Date:

6/4/2020

**Signature of DAFS
Procurement Official:**

DocuSigned by:



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Printed Name:	Justin Franzose	Date:	6/23/2020
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