

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:		Transportation/Project Development/Materials Testing & Exploration		
Department Contract Administrator or Grant Coordinator:		Richard Bradbury		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 24,500.00	Advantage CT / RQS #:	20210610000000001178	
CONTRACT	Proposed Start Date:	7/1/2021	Proposed End Date:	6/30/2022
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:		ASTM International VC1000006440 West Conshohocken, PA		
Brief Description of Goods/Services/Grant:		1-year subscription to ASTM COMPASS online portal		

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.

MaineDOT Standard Specifications reference numerous ASTM standards, specifications, and test methods. Current versions of these standards must be accessible to Department engineers and technicians in order to comply with applicable design requirements and laboratory accreditation requirements. MaineDOT no longer maintains current hard copies of these standards. Subscribing to the online portal will improve efficiency by providing ready access to the most current versions of these standards.

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PART III: SUPPLEMENTAL INFORMATION

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

As the organization that develops, publishes, and owns the copyright to these standards, ASTM International is uniquely qualified to provide digital access to them through an online portal. Other vendors would need to pay licensing fees to ASTM in addition to the cost of the portal itself.

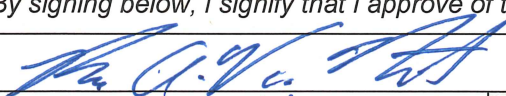
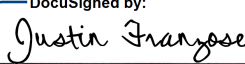
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

MaineDOT negotiated a reduced rate for the 1-year subscription. The list price is \$38,000.00; MaineDOT negotiated a price of \$24,500.00. A single set of the print version costs over \$14000. Access to the print version would be limited to the Augusta HQ; other users around the state would not have needed access, requiring them to purchase additional copies as needed.

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

Market research will be conducted prior to the end of the subscription period to determine if additional vendors have entered the market. If so, future subscriptions will be procured using a competitive bidding process.

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:	Bruce A. Van Nook	Date:	6/10/21
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>A EED9C7B3A8044E...</small> Justin Franzose	Date:	6/15/2021