

State of Maine Procurement Justification Form

PART I: OVERVIEW				
Department Office/Division/Program:	MaineDOT/Planning			
Department Contract Administrator or Grant Coordinator:	Jennifer Chisum (OIT), Ryan Neale (DOT project manager)			
(If applicable) Department Reference #:	TBD			
Amount: (Contract/Amendment/Grant)	\$139,200	Advantage CT / RQS #:	TBD	
CONTRACT	Proposed Start Date:	September 2, 2021	Proposed End Date:	September 1, 2023
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:	Agile Mile, Inc., Old Saybrook, CT			
Brief Description of Goods/Services/Grant:	Agile Mile Travel Demand Management Software as a Service and incentive program management for the GOMaine website.			

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.
<p>The Department of Transportation is taking over management of the GO MAINE commuter program from Maine Turnpike Authority (MTA) at this time. The GO MAINE website is run on Agile Mile's Travel Demand Management (TDM) platform which was obtained through RFP by MTA in 2015. The contract was for three 3-year terms if renewed. The first renewal ends on Sept 1, 2021. MTA will not be renewing as the Department and MTA wish for Transportation to be responsible for the contract. We are also using the opportunity to include current standard IT hosting requirements.</p> <p>The Department is currently advertising for a contractor to administer the GO MAINE website. Once this contractor is on board, the Department will develop an RFP for the new TDM platform. The 2-year</p>

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PART III: SUPPLEMENTAL INFORMATION

emergency contract with Agile Mile will provide the Department adequate time to perform the process of RFP development, contracting, configuration, and implementation of the replacement service.

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

This vendor was selected from a pool of 5 competitors in the Maine Turnpike Authority's RFP in 2018 and has provided satisfactory service under that contract.

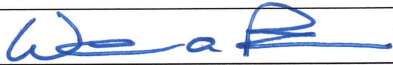
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The rates are those proposed in the 2018 RFP and included in the contract as the third renewal prices. The contract explicitly states that upon contract termination the license fees for the remaining months of the current term will be refunded to the Department.

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

The Department release the RFP for the new TDM platform before 2022.

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:	William A. Pulver, Chief Operating Officer	Date:	6-24-2021
Signature of DAFS Procurement Official:	<i>Michelle Fournier</i>		
Printed Name:	Michelle Fournier	Date:	6/29/2021