



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:		Secretary of State, Bureau of Motor Vehicles, Information Services	
Department Contract Administrator or Grant Coordinator:		Christopher Johnson, Deputy Secretary of State	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 7,500.00	Advantage CT / RQS #:	20220601000000001409
CONTRACT	Proposed Start Date:	5/31/2022	Proposed End Date: 5/30/2023
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:		LogMein/GoTo Technologies USA, Inc. PO Box 50264 Los Angeles, CA 90074-0264	
Brief Description of Goods/Services/Grant:		Annual Renewal of Go-To-Assist Corporate Service	

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 Office of Information Services within the Bureau of Motor Vehicles (BMV) and the Bureau of Corporations, Elections, and Commission (CEC) uses Go-To-Assist software to communicate outside the firewall. Municipal agents, municipal officers, and CEC personnel remotely connect with and remotely fix users' computer problems. This software essential to enabling users to conduct business with the State and vice versa. During the time of many working remotely, Go-To-Assist has been an important tool to help Information Services solve issues with those working remotely. To require users, many of whom are municipal agents and officers, to transition to new software will create problems for all involved.

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

Go-To-Assist has been especially adapted to meet the needs of Maines' 502 municipal agents and officers as well as the users at Bureau of Corporations, Elections and Commissions. It is also essential to allow Information Services to help those working remotely with the issues that arise.

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

The price per license of Go-To-Assist software has not changed since 2010.

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

The Office of Information Services will continue to search for vendors that can provide the same quality of software as Go-To-Assist but at a lower cost.

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

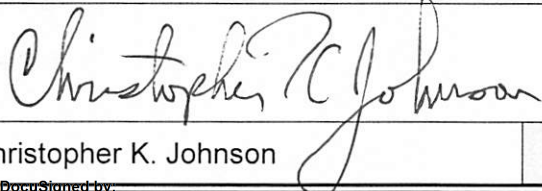
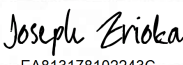
Does this request utilize ARPA/MJRP funds?

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:	Christopher K. Johnson	Date: 6/2/2022
Signature of DAFS Procurement Official:		
Typed Name:	Joseph Zrioka	Date: 6/3/2022