



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:		Maine Judicial Branch (MJB)	
Department Contract Administrator or Grant Coordinator:		Dave Packard	
(If applicable) Department Reference #:		Office of Information Technology	
Amount: (Contract/Amendment/Grant)	\$ 850,000 annually	Advantage CT / RQS #:	
CONTRACT	Proposed Start Date:	Proposed End Date:	
AMENDMENT	Original Start Date:	Effective Date:	July 1 st , 2022
	Previous End Date:	New End Date:	June 30 th , 2027
GRANT	Project Start Date:	Grant Start Date:	
	Project End Date:	Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		ILIOS Inc. 165 Ames St., Apt 3401 Marlborough MA 01752	
Brief Description of Goods/Services/Grant:		Infrastructure support, software development, maintenance & quality assurance of MJB's legacy enterprise Maine Judicial Information System (MEJIS) – <i>to be deprecated over the next 5 years.</i>	

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
X	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

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 provided services are to support the ongoing system development and maintenance of the MJB's current enterprise Information System (MEJIS)* environment until it is replaced with the new Tyler Technologies Odyssey System (within 5 years from now).

The new Odyssey system has been successfully deployed to the Violations Bureau for the statewide management of Traffic Violations; to the Business and Consumer Docket for the statewide management of complex business-related Civil matters; and to the Bangor District and Superior Courts for the management of Family and Civil related matters. Further implementations have been paused pending the completion of a Point-In-Time Assessment.

**MEJIS is the MJB's existing enterprise computer information system environment and supports information processing of 14 of the Branches 17 case types, (i.e. criminal, civil, Family Matters, etc.).*

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

This is a request to renew the existing master agreement with ILIOS Inc. ([MA - 1706060000000000147](#)).

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

The original master agreement was the result of a competitive bid process. The current rate of \$100/hour for offsite work has been in place since 2012. In 2017 the rates were adjusted to allow for \$120 an hour for onsite work being performed. The \$100/hour for offsite work was carried forward.

As part of this amendment, ILIOS initially requested a rate increase of \$200/hour for all services. The MJB has since negotiated this amount to \$150/hour for both on and off-site work. The Chief of Finance and State Court Administrator have approved this increase given the following considerations:

- ILIOS has not had a rate increase for off-site work in 10 years. Off-site work represents the majority of all services provided by ILIOS.
- The requested rate of \$150/hour appears to be aligned with market conditions. Research with other State Agencies, who pay contracted vendors for similar services, resulted in the following findings:
 - The Dept. of Public Safety contracts with CPI (Computer Projects of Illinois) for the ongoing maintenance & support of the METRO Switch. The hourly rate is \$200.
 - The Dept. of Public Safety contracts with SEARCH for the ongoing maintenance & support of the Criminal Justice Data Broker. The hourly rate is \$150.
 - The Dept. of Corrections contracts with ABILIS for the ongoing maintenance & support of CORIS. The hourly rate is \$150.
 - Additionally, the MJBs new contract with Tyler Technologies for the implementation of Odyssey, includes an hourly rate of \$165/hour for programming related services.

PART III: SUPPLEMENTAL INFORMATION

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

As described in the above sections, the unique skills required to develop and maintain our current environment (MEJIS) will no longer be necessary once Tyler Technologies' new e-Filing Odyssey Case Management System is fully implemented and the current MEJIS system is fully deprecates.

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 VI

PART V: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
	<small>DocuSigned by:</small> <i>Dennis Corliss</i> <small>830C1FD649954CF</small>		
Printed Name:	Dennis Corliss, Chief of Finance & Administration	Date:	5/6/2022
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Joseph Zrioka</i> <small>EA813178102243C...</small>		
	Printed Name:	Joseph Zrioka	Date: