

# 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:		DVEM/Maine Emergency Management Agency			
Department Contract Administrator or Grant Coordinator:		Alana Santos			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)		\$ 14,980	Advantage CT / RQS #:		20200708*19
CONTRACT	Proposed Start Date:	10/1/2020	Proposed End Date:	9/30/2021	
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:		ESI Acquisition Atlanta GA			
Brief Description of Goods/Services/Grant:		Software maintenance and support			

## 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
<b>x</b>	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.**

**This is software support and maintenance for our WebEOC Program which is used in the State of Maine's Emergency Management Agency's Emergency Operations Center (EOC) during state emergencies and disasters. This program allows instant connectivity to the State's Emergency Management Incident Management Application.**

# State of Maine Procurement Justification Form

## PART III: SUPPLEMENTAL INFORMATION

It functions as a joint tool by our emergency response teams (ERTs) including but not limited to public safety, wardens service, DOT, USGS, national guard, and the governor's office. This allows our partners to be up to date of any incidents happening at the state, county, or local level. This support plays a significant role in keeping a joint communication system on-line as it is used statewide on a daily basis.

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

The vendor is the sole provider of the WebEOC program and has provided software support since the original purchase.

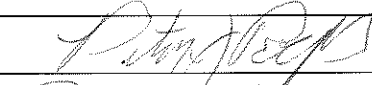
### 3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The current annual cost is \$14,980

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

A competitive bid would be used if/when a new program is needed.

## PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	<i>Peter D. ROGERS</i>	<b>Date:</b>	<i>8 July 2020</i>
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> <i>Justin Franzose</i>		
<b>Printed Name:</b>	<small>AEED9C7B3A8044E...</small> Justin Franzose	<b>Date:</b>	7/20/2020