

State of Maine Procurement Justification Form

This form must accompany ALL contract requests and sole source requisitions submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below.

PART I: OVERVIEW

Department Office/Division/Program:		Dept. Of Labor / Bureau of Labor Standards		
Department Contract Administrator or Grant Coordinator:		John Rioux - john.l.rioux@maine.gov		
(If applicable) Department Reference #:		N/A		
Estimated Contract or Grant Amount:	\$ 354,708.95	Advantage CT / RQS #:	CT 12A 2021 05 13*3216	
AMENDMENT	Original Start Date:	3/16/2015	New Start Date:	7/1/2022
	Original End Date:	6/30/2022	New End Date:	6/30/2023
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
ALL OTHER	Proposed Start Date:		Proposed End Date:	
Vendor/Provider/Grantee Name, City, State:		Granticus, LLC LLC Paul, MN		
Brief Description of Goods/Services/Grant:		One-year continuation of Software as a Service (SaaS) AMANDA Case Management System		

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request.

	A. Competitive Process		G. Grant
X	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

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PART III: SUPPLEMENTAL QUESTIONS

Please respond to ALL of the following questions.

1. Provide a more detailed description of the goods, services or grant to supplement the response in Part I.

Continuation of software as a service (SaaS) contract for AMANDA case management system, a COTS product DOL been using since 2016, and wish to continue to use until OIT determines a different strategy or we are required to resubmit for the RFP process.

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

RFP process and need for conversion to a new product would be prohibitive at this time and given current resource levels and conditions.

OIT continues to diligently be working to complete a long-term strategy for serving all state government small applications. And, at this time, still in the process of completing its evaluation of this product. OIT mandated we select a COTS product in 2015 and Cloud-Host it. As such, it is now a Software as a Service (SaaS) contract.

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

Rates are consistent with the past services provided by OIT and expected. Additionally, the product is modular, and the Bureau of Labor Standards is building services in increments as afforded and desirable.

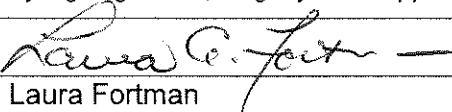
4. Describe the plan for future competition for the goods or services.

We are planning to prepare an RFP in the year following 2023. And may request an additional year to do what strategy OIT develops for small apps.

PART IV: APPROVALS

**Signature of requesting
Department's Commissioner
(or designee):**

By signing below, I signify that I approve of this procurement request.



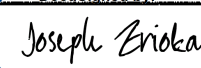
Printed Name:

Laura Fortman

Date:

7/7/2022

**Signature of DAFS
Procurement Official:**



Printed Name:

Joseph Zrioka

Date:

7/22/2022