



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:		Transportation/Maintenance and Operations/Traffic	
Department Contract Administrator or Grant Coordinator:		Jennifer Chisum	
(If applicable) Department Reference #:		39069	
Amount: (Contract/Amendment/Grant)	Not to exceed \$ 194,040	Advantage CT / RQS #:	2018051400000003551
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	5/11/2018	Effective Date:
	Previous End Date:	5/31/2024	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Drakewell Inc,	
Brief Description of Goods/Services/Grant:		Traffic Count Software as a 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 checked="" type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input checked="" type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input 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.

This SaaS provides the Department's traffic counts. It consumes the traffic data collected in automated and manual counts at our permanent and temporary count sites. It then processes the data to produce various traffic statistics used by the Department for managing the transportation system and capital funding program, obtaining federal funding, and complying with State and Federal management and reporting requirements.

We are extending the contract by 1 year to ensure we have sufficient time for the RFP and any subsequent implementation. Due to personnel shortages, we were unable to complete the RFP in time to end this contract in May 2024 as planned. The RFP is currently in the final review stage at the DOT so we anticipate releasing it within 2 months. We will require Drakewell through May 2025 to do the annual processing and federal reporting of the traffic data collected for calendar year 2024.

In addition, the Department is adding Traffic Signal equipment to our Turning Movement (TM) and Continuous Count Stations (CCS) for on demand 24/7 turning movement counts to implemented for 104 intersections (TM) configured to 416 Continuous Count Sites (CCS). Traffic volume and other statistics will be polled via internet communications from the Equipment. The addition of this equipment at this time, will allow the Department to exponentially grow the CCS program in 2024 rather than 2025, and realize the following benefits in this calendar year's data:

- CCS Coverage in Urban areas will significantly improve highway usage information critical for transportation planning, safety management, and to meet federal grant requirements; both through additional direct counts, and through generation of improved factoring data for nearby short duration counts.
- It is needed to establish Department's Micro Mobility Count program (scooters/bikes) which be required in the next update to FHWA's Traffic Monitoring Guide.
- This equipment will allow DOT to collect Speed, Volume, Bike/Ped, and Turning Movements from busy roads without placing consultants and crews in harm's way.

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

Drakewell was awarded the contract resulting from RFP 201711193.

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

The Department considers the rates fair and reasonable, with the annual rate increase of < 4%. In addition, we negotiated a refund of all unused months of the annual fees should the agreement be terminated early.

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

We will be releasing an RFP for these services within a few months.

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

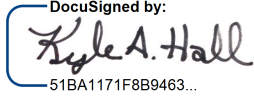
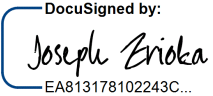
Does this request utilize ARPA/MJRP funds?

 Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s). Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies. No – If No, proceed to Part V.**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

Does the requesting Department signatory understand and acknowledge Maine's COI Statute?

 Yes, the requesting Department understands and acknowledges [MRS Title 5, §18-A, 2.](#)**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	 <small>51BA1171F8B9463...</small>		
Typed Name:	Kyle Hall	Director of Operations	Date: 6/3/2024
Signature of DAFS Procurement Official:	 <small>EA813178102243C...</small>		
Typed Name:	Joseph Zrioka	Director of IT Procurement	Date: 5/30/2024