



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
Table with fields: Department Office/Division/Program, Department Contract Administrator or Grant Coordinator, (If applicable) Department Reference #, Amount, Advantage CT / RQS #, CONTRACT, AMENDMENT, GRANT, Vendor/Provider/Grantee Name, City, State, Brief Description of Goods/Services/Grant.

PART II: JUSTIFICATION FOR VENDOR SELECTION
Check the box below for the justification(s) that applies to this request. (Check all that apply.)
Table with justification options A through L.

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.

Pursuant to 24-A M.R.S.A., the Maine Bureau of Insurance ("MBOI") is charged with the oversight of domestic insurance companies. Due to the complexity of pharmacy benefits managers and their impact of pharmaceutical prices, the MBOI has an immediate need to secure certain analytical support.

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

Sufficient staffing and expertise is not available within the Maine Bureau of Insurance or the Department. Additionally, other governmental resources (local, state, or federal agencies) external to the Department are not available to perform the services more efficiently or more cost effectively than the requested sole source.

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

Previous contracts for similar analytical work have exceeded the proposed \$125 hourly rate.

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

The MBOI does not foresee the need for future competition planning. The services related to this engagement will be on an as needed basis only, not continuous, over the contract duration.

### 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.

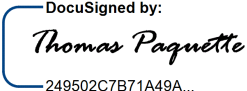
### PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).

The requesting department signatory understands and acknowledges Maine's Conflict of Interest statutes.

**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	<i>Anne L. Head</i>		
Typed Name:	Anne L. Head	Date:	07/ 23 /2024
Signature of DAFS Procurement Official:			
Typed Name:	Thomas Paquette	Date:	7/29/2024