

## State of Maine Procurement Justification Form

### PART I: OVERVIEW

Department Office/Division/Program:		MaineDOT Safety Program	
Department Contract Administrator or Grant Coordinator:		Eula DeRocle CS-Kim Lawrence	
(If applicable) Department Reference #:		CSN#35645	
Amount: (Contract/Amendment/Grant)	\$10,000.00	Advantage CT / RQS #:	20160209000000002543
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	2/16/2016	Effective Date:
	Previous End Date:	7/31/2020	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Safety Matters, Inc. Grand Havel MI	
Brief Description of Goods/Services/Grant:		Online Workplace Safety Training Software as a Service	

### 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

### 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.

MaineDOT has approximately 1,800 employees in various locations throughout the state currently using a vendor-hosted online safety training website. The software offers tracking and reporting for safety training as need to remain in compliance with relevant and applicable Occupational Safety and Health Administration (OSHA) regulations. MaineDOT is still in the process of awarding an RFP for these services and require time beyond the end date of the contract to complete this process. MaineDOT finds Safety Matters offer to extend to be fair and reasonable.

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

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## PART III: SUPPLEMENTAL INFORMATION

This is proprietary software for Safety Matters.

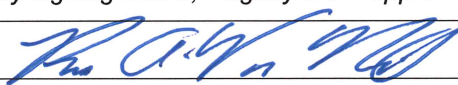

### 3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

MaineDOT has requested a similar extension and fund no raise in prices and therefore are in agreement that these prices are fair and reasonable.

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

And RFP is in the process of proposal review and will be awarded and contracted before 12/31/2020.

## 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>	Bruce A. Van Note	<b>Date:</b>	7/15/2020
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> 		
<b>Printed Name:</b>	<small>2D5B6E39F57E44A...</small> william Allen	<b>Date:</b>	8/31/2020

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