



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:		Secretary of State- Division of Elections	
Department Contract Administrator or Grant Coordinator:		Julie L. Flynn, Deputy Secretary of Stae	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	\$ 8200.00	Advantage CT / RQS #:	RQS 29A 20220805*0188
CONTRACT	Proposed Start Date:	5/19/2022	Proposed End Date: 5/19/2022
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:		Election Systems & Software, LLC 11208 John Galt Blvd., Omaha, NE 68137	
Brief Description of Goods/Services/Grant:		Replacement of USB Memory Devices for DS200 Machines	

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input checked="" 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 is issued for replacement of 4GB USB memory devices for use with the DS200 voting machines. The need to replace these memory devices is due to the age of the existing devices being used. These devices are 10 years old and are starting to fail.

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

The Department had a contract with Elections Systems & Software, LLC, which was selected after a competitive bid issued in the Summer of 2012. The original bid allowed for a 5-year term plus a 2-year extension, which expired on 12/31/19. The Department has been working on an RFP for a new ballot scanning and tabulating system, which it hoped to issue in late 2019. However due to a delay in the adoption of new voting system guidelines by the US Elections Assistance Commission (EAC), the voting system manufacturers have not completed the design of new systems or upgrades of existing systems to meet the new standards (called VVSG 2.0, adopted by the EAC on 2/10/21). Moreover, the EAC's testing and certification process may not be ready to test the new or upgraded systems until 2024. This has caused us to delay the issuance of the tabulating system RFP until early 2024 at the earliest.

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

The vendor is the only one that can supply the unique USB memory devices designed to work with our existing leased equipment.

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

If the EAC is able to test and certify new or upgraded tabulating equipment from the several voting system vendors by early 2024, the Department expects to issue an RFP to lease a new ballot scanning and tabulating system.

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

Does this request utilize ARPA/MJRP funds?


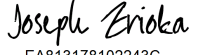
Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Procurement Justification Form (PJF)

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Julie L. Flynn, Deputy Secretary of State	Date:	8/5/2022
Signature of DAFS Procurement Official:	 <small>EA813178102243C...</small>		
Typed Name:	Joseph Zrioka	Date:	8/9/2022