


**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.*

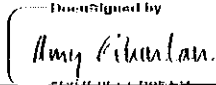
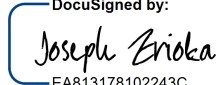
PART I: OVERVIEW			
Department Office/Division/Program:	MJB/OIT		
Department Contract Administrator or Grant Coordinator:	David Plourde		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 25,755.34	Advantage CT / RQS #:	20230712*0089
<b>CONTRACT</b>	Proposed Start Date: 7/8/23	Proposed End Date:	7/7/24
<b>AMENDMENT</b>	Original Start Date:	Effective Date:	
	Previous End Date:	New End Date:	
<b>GRANT</b>	Project Start Date:	Grant Start Date:	
	Project End Date:	Grant End Date:	
Vendor/Provider/Grantee Name, City, State:	Microfocus Inc., 700 King Farm Boulevard, Suite 125, Rockville MD 20850		
Brief Description of Goods/Services/Grant:	Cobol service and support		

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.	Micro focus supplies the Maine Judicial Branch with Cobol services for the case management system.
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	Micro Focus is the only vendor we can select as they own the source for the system.
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	Originally it was put out to bid.
4. Describe the plan for future competition for the goods or services.	The current case management system is being phased out and replaced by a different system that will not require this support.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	

PART V: APPROVALS			
The signatures below indicate approval of this procurement request.			
Signature of requesting Department's Commissioner (or designee):	DocuSigned by: 		7/14/2023
	Typed Name:	Amy Quinlan	Date:
Signature of DAFS Procurement Official:	DocuSigned by: 		8/4/2023
	Typed Name:	Joseph Zrioka, Director of IT Procurement	Date: