



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:		DAFS/BHR/Office of Employee Health and Wellness, Workers' Compensation Department Contract Administrator or		
Department Contract Administrator or Grant Coordinator:		Shonna Poulin-Gutierrez		
(If applicable) Department Reference #:		TBD		
Amount: (Contract/Amendment/Grant)		\$ \$12,612	Advantage CT / RQS #:	20230629*1644
CONTRACT	Proposed Start Date:	7/4/2023	Proposed End Date:	8/31/2026
AMENDMENT	Original Start Date:		Effective Date:	
	Previous End Date:	Click or tap to enter a date.	New End Date:	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		LexisNexis, New York, NY		
Brief Description of Goods/Services/Grant:		Electronic legal & government research		

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 will allow DAFS access to industry leading legal and government data, as well as analytic solutions that will enhance our work product for the State of Maine.

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

LexisNexis provides a unique, premier service that consists of federal case law, state case law, state trial court orders and administrative decisions. LexisNexis also provides federal and state statutes, legislation, federal and state agency decisions, administrative materials, and other documents, which ensures legal and practice information is up to date and is readily available to the team and avoid duplication of work.

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

The cost of the contract will be \$333 per month for the first year, \$350 per month for the second year and \$368 per month for the third year, which is fair and reasonable.

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

The contract will be evaluated during the final year or extension.

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

Does this request utilize ARPA/MJRP funds?

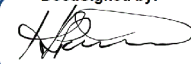
Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

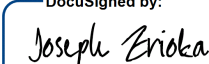
Signature of requesting
Department's Commissioner
(or designee):

DocuSigned by:

9C938649FAA247D...

Typed Name: Heather Perreault

Date: 6/30/2023

Signature of DAFS
Procurement Official:

DocuSigned by:

EA813178102243C...

Typed Name:	Joseph Zrioka, Director of IT Procurement	Date:	8/4/2023