



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
OFFICE OF STATE 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 Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

| PART I: OVERVIEW | | | |
|---|--|---|--------------------------------|
| Department Office/Division/Program: | | DHHS/OFI | |
| Department Contract Administrator or Grant Coordinator: | | Shawn Belanger | |
| (If applicable) Department Reference #: | | OFI-21-105E | |
| Amount: (Contract/Amendment/Grant) | Orig Amt: \$12,339,702.00 Amd Amt: \$0.00 Revised: \$12,339,702.00 | Advantage CT / RQS #: | CT 10A 20200924000000001058 |
| CONTRACT | Proposed Start Date: | Proposed End Date: | |
| AMENDMENT | Original Start Date: | Effective Date: | 11/1/2025 |
| | Previous End Date: | New End Date: | 6/30/2026 |
| GRANT | Project Start Date: | Grant Start Date: | |
| | Project End Date: | Grant End Date: | |
| Vendor/Provider/Grantee Name, City, State: | | Deloitte Consulting LLP Dallas, TX | |
| Brief Description of Goods/Services/Grant: | | MyMaineConnection Online Application Portal | |

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 checked="" 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.

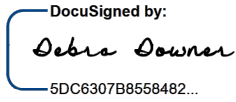
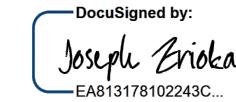
| PART III: SUPPLEMENTAL INFORMATION | |
|---|--|
| 1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I. | |
| <p>This agreement is for the design, development, and implementation of the OMS E-noticing component embedded within OFI's online My Maine Connection portal to provide increased access to benefits by Maine citizens that are in need.</p> <p>The purpose of this amendment is to extend the procurement period in order to implement the specific requirements outlined in the Deliverables section (IV.F.1.h) of the contract. These deliverables have been put on hold due to loss of grant funding, but the Department has since secured a new funding source.</p> | |
| 2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable. | |
| <p>The Provider was originally awarded under RFP 201912213 which ends on 10/31/2025. The Provider developed and released the new MyMaineConnection technology successfully and is well positioned to develop and execute the remainder deliverables.</p> | |
| 3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee. | |
| <p>The cost were determined and negotiated as part of the RFP process. The Department deems the costs fair and reasonable</p> | |
| 4. Describe the plan for future competition for the goods or services. | |
| <p>If additional enhancements to the portal go beyond 6/30/2026 the Department will issue a competitive procurement if it cannot be addressed within the scope of the ACES maintenance and support agreement, which is a contract held by the same Provider.</p> | |

| PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP) | |
|--|--|
| Does this request utilize ARPA/MJRP funds? | |
| <input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s). | |
| <input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies. | |
| <input checked="" type="checkbox"/> No – If No, proceed to Part V. | |

| PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE | |
|--|--|
| <p><i>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.</i></p> | |
| <input checked="" type="checkbox"/> 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): |  DocuSigned by: <i>Debra Downer</i> 5DC6307B8558482... | | |
| Typed Name: | Debra Downer, Deputy Director for Competitive Procurement | Date: | Jul-09-2025 |
| Signature of DAFS Procurement Official: |  DocuSigned by: <i>Joseph Zrioka</i> EA813178102243C... | | |
| Typed Name: | Joseph Zrioka, Director of IT Procurement | Date: | 7/22/2025 |