

State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

| PART I: OVERVIEW | | | | |
|---|----------------------|--|----------------------|----------|
| Department Office/Division/Program: | DVEM | | | |
| Department Contract Administrator or Grant Coordinator: | Joseph Wilson | | | |
| (If applicable) Department Reference #: | N/A | | | |
| Amount: (Contract/Amendment/Grant) | \$ 9175.08 | Advantage CT / RQS #: | BPO 15A 20200831*194 | |
| CONTRACT | Proposed Start Date: | 9/17/2020 | Proposed End Date: | 9/6/2023 |
| 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: | | DLT Solutions, LLC Herndon, VA | | |
| Brief Description of Goods/Services/Grant: | | AutoCAD, AutoCAD LT Govt., and Civil 3D Govt. Software License Renewals. | | |

| 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 |
| | B. Amendment | | H. State Statute/Agency Directed |
| X | 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. |

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PART III: SUPPLEMENTAL INFORMATION

This AutoCAD software has been utilized previously by DFE Planning and Engineering and has been approved for use on the ARNG network. This computer program is used for designing new and tracking existing location plans. This version is a proprietary government program distributed by DLT Solutions. Previous licenses have been purchased from DLT Solutions.

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

These AutoCAD products are designed and distributed to the private sector. No other company holds the rights to this program and is not available through any other State entities.

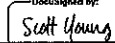
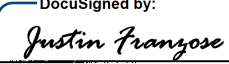
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

AutoCAD sets the government price for their software, so the cost is the same for any distributor. DLT Solutions is the current distributor for DFE. This BPO will cover three (3) years of support.

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

Although currently AutoCAD sets its' own price, when this support is finished in three (3) years, we will look to see if anything has changed in the market to allow us search for better pricing.

PART IV: APPROVALS

| | | | |
|---|--|--------------|-------------------|
| Signature of requesting Department's Commissioner (or designee): | <i>By signing below, I signify that I approve of this procurement request.</i> | | |
| | <small>DocuSigned by:</small>  | | |
| Printed Name: | Mr. Scott A. Young, Deputy Commissioner | Date: | 01 September 2020 |
| Signature of DAFS Procurement Official: | <small>DocuSigned by:</small>  | | |
| Printed Name: | AEEED9C7B3A8044E... Justin Franzose | Date: | 9/8/2020 |