

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:		Dept of Public Safety – Maine State Police			
Department Contract Administrator or Grant Coordinator:		Mathew Casavant Jaye Parker			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	\$ 35,750	Advantage CT / RQS #:	CT-16A-20210826*0490		
CONTRACT	Proposed Start Date:	9/15/2021	Proposed End Date:	9/14/2022	
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:		Kaseware Inc Denver Co			
Brief Description of Goods/Services/Grant:		Activity Reporting software and hosting			

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
x	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.

The fusion center needs a viable activity reporting system. The current system can only be supported by the MS Explorer browser which is no longer going to be supported by Microsoft after 12/30/2021.

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PART III: SUPPLEMENTAL INFORMATION

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

Last year, State Police paid \$60,000 for programming of the current OIT homegrown activity reporting system. The application is being maintained and supported by OIT. This cost does not include the server charges. The package is expensive to maintain and does not fit the needs for the State Police activity reporting.

In order to be able to use other browsers, we would have to do significant changes to the present system. OIT has said we need to switch to MS Edge. Edge is not compatible with today's system. The only way to add attachments to the activity report is by the use of internet explorer. All other operating systems create a fake path to the document, and you can't access the documents.

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

Kaseware is the least expensive activity reporting system available with the features required for a large activity reporting agency.

We had presentations by multiple vendors all of which came in with significantly higher prices. We spoke with 6 Kaseware customers and several of them had swapped from the other Vendors we spoke with due to inability to meet their needs with a cost-effective solution.

Kaseware will streamline the process creating efficiencies and is the least expensive system in its type.

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

We will continue to monitor the market for alternatives systems that could save the state funding.

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>		
	<i>Michael Sauschuck</i>		
Printed Name:	Michael Sauschuck	Date:	Aug 27, 2021
<small>DocuSigned by:</small>			
Signature of DAFS Procurement Official:	<i>Joseph Zrioka</i> <small>EA813178102243C</small>		
Printed Name:	Joseph Zrioka	Date:	9/21/2021






Kaseware PJF

Final Audit Report

2021-08-27

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