



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:		Maine Judicial Branch	
Department Contract Administrator or Grant Coordinator:		David Plourde	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 134,178.64	Advantage CT / RQS #:	2022090600000000313
CONTRACT	Proposed Start Date:	7/16/2022	Proposed End Date: 7/15/2023
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:		Zoom Video Communications, Inc. PO Box 888843 Los Angeles CA 90088-8843	
Brief Description of Goods/Services/Grant:		Zoom services	

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

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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.

Zoom is providing the remote video conferencing for use in remote hearings for the public.

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

A large number of vendors were reviewed and tried. Teams, Google MEET, MiTel, Cisco. Zoom was the only vendor to meet all courtroom needs including breakout sessions, zoom rooms, compatibility with hardware, universal acceptance in the public, and a number of other parameters.

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

Zoom licensing is reasonable compared to other vendors.

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

We are exploring other vendors as their products develop. Changing will be a huge undertaking however.

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):

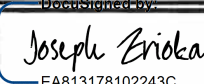
DocuSigned by:

CFC17E2B0CF34F3...

Typed Name: Dennis Corliss

Date: 9/7/2022

Signature of DAFS
Procurement Official:

DocuSigned by:

EA813178102243C...

Typed Name: Joseph Zrioka

Date: 9/12/2022

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