



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 \$10,000 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/MCDCP/Data, Research, and Vital Statistics	
Department Contract Administrator or Grant Coordinator:		Shawn Belanger	
(If applicable) Department Reference #:		OIT-14-092J	
Agency Department Code:	10A	Advantage CT / RQS #:	CT 10A 20140117000000002470
Amount: (Contract/Amendment/Grant)	Current: \$5,354,060.06 Amend J: \$852,784.00 Revised: \$6,206,844.06		
CONTRACT	Proposed/Original Start Date:	1/1/2014	Proposed/Most Recent End Date: 12/31/2025
AMENDMENT	New Effective Date:	1/1/2026	New End Date (if Applicable): 12/31/2026
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		LexisNexis VitalCheck Network, INC Brentwood, TN	
Brief Description of Goods/Services/Grant:		Support, maintenance, and enhancements for DAVE systems	

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
☐	A. Competitive Process	☐	G. Grant
☒	B. Amendment	☐	H. State Statute/Agency Directed
☒	C. Single Source/Unique Vendor	☐	I. Federal Agency Directed
☐	D. Proprietary/Copyright/Patents	☐	J. Willing and Qualified
☐	E. Emergency	☐	K. Client Choice

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☐ F. Higher Education Cooperative Project	☐ 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.

The Database Application of Vital Events (DAVE) facilitates the handling of birth, death, and marriage certificates. There are the requirements to send some of data to the National Center for Health Statistics (NCHS) through specific messaging known as Fast Healthcare Interoperability Resources (FHIR). FHIR is a set of established rules and specifications for the secure exchange of electronic health care data. The DAVE system will require additional system development to reduce inoperability between the NCHS and each vendor's system.

The purpose of this amendment is to add funds for functional enhancements to comply with NCHS and for continuation of system support and maintenance.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

The RFP was issued in 2009. Vital Check was awarded the bid and since then has been continuously changing to meet the advances in technology. In the summer of 2021, the program reached out to other states and jurisdictions to see how much their systems costs were for both initial development and yearly maintenance costs. It was deemed that it was not cost effective to issue a new RFP and develop a new system, as the existing system remained competitive with its technology and where the State had a vendor who was able to, in a cost-effective manner, complete enhancements. At that time, the DAFS Director of IT Procurement supported the decision to continue with the existing cost-effective system through sole source.

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

The maintenance and development fees are reasonable based on information collected from other states; their costs were between \$3-\$7 million dollars to build their systems. Costs not included in the development include migration of legacy records, training users to use the new system, and OIT costs to vet the new systems and to ensure security compliance. The annual maintenance fees are more than reasonable when compared to other states, in fact, Maine was in the bottom half (for less annual maintenance fees) of the states that shared their cost information.

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

The Department has initiated RFP MCDP202526 to competitively procure this service for a 1/1/2027 contract start date.

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

Does this request utilize ARPA/MJRP funds?

☐ Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

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☒ Yes, ARPA funds (025) or (026) – If Yes, please be aware of the requirements from awarding federal agencies.

☐ No – If No, proceed to Part V.

PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

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.

☒ The requesting department's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

PART VI: APPROVALS

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

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

Typed Name:

Date:

15-Jun-16

2. Additional signature required **ONLY** if box E (Emergency) is selected in PART II. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.

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

Typed Name:

Date:

****OSPS Section Only****

Signature of DAFS
Procurement Official:

DocuSigned by:

Nancy Tan

Typed Name:

7AA9094BA0244AB...
Nancy Tan

Deputy Director of Procurement

Date:

7/10/2026