

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:		Workers Compensation Board		
Department Contract Administrator or Grant Coordinator:		Jan M. Adams		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 37,913.10	Advantage CT / RQS #:	RQS 90C 20201020*446	
CONTRACT	Proposed Start Date:	12/1/2020	Proposed End Date:	11/30/2021
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:		Matthew Bender & Co., Inc. dba LexisNexis Matthew Bender P.O. Box 9584 New York, NY 10087-4584		
Brief Description of Goods/Services/Grant:		Professional document and publication subscriptions (legal)		

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

Larson's Workers' Compensation is a legal publication that digests workers' compensations cases from all 50 states and provides analysis and litigation guidance for attorneys handling workers' compensation cases. The Board's Administrative Law Judges, attorneys and advocates, our General Counsel and Deputy General Counsel, and the professional legal staff in the Board's Appellate Division utilize the Larson's publication extensively to assist them in conducting their assigned duties to prosecute and decide workers' compensation claims in Maine.

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

Professional legal digests are developed over time and the staffs that produce them have unique experience with the specific legal subject matter making their publications highly reliable for legal professionals. The Board is not aware of any similar publication for workers' compensation law in the United States.

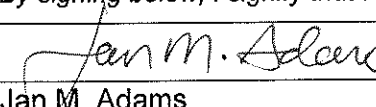

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

Matthew Bender gives the Board a government discount and we are eligible for a pre-pay discount if invoices are paid prior to the start of the subscription period.

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

None of which we are aware.

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>		
			
Printed Name:	Jan M. Adams	Date:	10-23-2020
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>AEEED9C7B3A8044E...</small> Justin Franzose	Date:	10/23/2020