

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:		Maine Department of Education	
Department Contract Administrator or Grant Coordinator:		Charlotte Ellis	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 208,280.00	Advantage CT / RQS #:	CT05A201910*0808
CONTRACT	Proposed Start Date:	Proposed End Date:	
AMENDMENT	Original Start Date:	Effective Date:	09/15/2021
	Previous End Date:	New End Date:	09/15/2022
GRANT	Project Start Date:	Grant Start Date:	
	Project End Date:	Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Computer Power Solutions of Illinois, Ltd, Columbia, IL	
Brief Description of Goods/Services/Grant:		COTS Software Maintenance, Hosting, and Licensing	

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
X	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

The Maine Department of Education is required to report data to the US Department of Education on an annual basis. This data submission process is made up of over 100 individual files that must be in the US DOE defined format. The US DOE has provided the Maine Department of Education with a data system that will help generate the files in the required format and to validate them (Generate). The system provided by CPSI allows the Maine Department of Education to easily load data into Generate without needing highly technical resources.

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

The products have been installed in conjunction with Maine IT resources and Department staff have been trained to use them. The project is still in its initial stages and to have to engage with another vendor at this point in time would delay being able to use the Generate system to submit data to the USDOE for the upcoming reporting season.

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

The licensing and maintenance costs are in line with similar services being provided by other vendors.

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


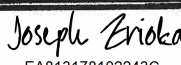
Since the US DOE provided system Generate is fairly new, there are not a lot of vendors that are currently familiar with it. In working with this vendor over the past two years, MDOE has also been engaging with the USDOE technical providers to ensure that the products work together. The work that MDOE has been doing with this vendor has enhanced the USDOE product as well. As more states start using Generate, MDOE believes that more vendors will be creating solutions to work with it, however since the MDOE project is still in its initial phases, changing vendors now would put the state at a disadvantage and would delay MDOE being able to use the Generate system to submit data to the USDOE for the upcoming reporting season.

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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:	Daniel A. Chuhta <small>DocuSigned by:</small>	Date:	7/21/2021
Signature of DAFS Procurement Official:			
	<small>EA813178102243C...</small>		
Printed Name:	Joseph Zrioka	Date:	10/14/2021