



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 \$5,000 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:		DAFS/OIT/IBM Services		
Department Contract Administrator or Grant Coordinator:		Robert Cote		
(If applicable) Department Reference #:		N/A		
Amount: (Contract/Amendment/Grant)		\$ 7,036.00	Advantage CT / RQS #:	RQS 18B 20241009*0557
CONTRACT	Proposed Start Date:	12/1/2024	Proposed End Date:	11/30/2025
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:		Software Engineering of America 1325 Franklin Ave. Suite 545 Garden City, New York 11530		
Brief Description of Goods/Services/Grant:		Software Renewal for PLUS!PACK Prog Prod		

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 checked="" type="checkbox"/>	D. Other Authority	<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

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.

PLUS!PACK is an essential software component installed on the State of Maine’s IBM Enterprise Server and is utilized by both support staff and application developers/support staff. The software product is a productivity toolset which application programmers and support staff use to detect and correct job control errors before they occur. This is accomplished via Job Control Language syntax checking and validations. Errors are discovered and reported before running batch job streams, reducing the risk of job failures or errors that would result in delays in running batch workloads. The specific batch workload this software product supports is the State of Maine’s Human Resources/Payroll system.

The software support is only provided by Software Engineering of America and is not available from the standard State of Maine software reseller, SHI.

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

The PLUS!PACK product is copyright protected, marketed and licensed exclusively by the computer software vendor, Software Engineering of America. This proprietary product is presently licensed for use by the State of Maine to support business applications which are hosted on the State of Maine’s IBM Enterprise Server. Since this software product is proprietary, as opposed to ‘open-source’ software, no other vendor can provide the required support for the product.

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

Renewal cost increased by 3 percent, from \$6,830.88 to \$7,036.00.

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

The Controller’s’ Office and OIT are actively working on replacing the HR/Payroll application, which will result in retiring the IBM mainframe.

If, at a later date, it is determined this product no longer meets the needs of the State of Maine and a replacement product is deemed to be necessary, procurement will be via the competitive bid process prescribed by State of Maine statute and the policies, procedures and guidelines established by the State of Maine Procurement Services Division.

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

Does this request utilize ARPA/MJRP funds?

<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).
<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.
<input checked="" type="checkbox"/> No – If No, proceed to Part V.


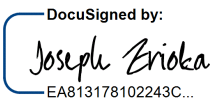
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

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 signatory understands and acknowledges Maine’s Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department’s Commissioner (or designee):			
Typed Name:	Nicholas Marquis, Chief Information Officer	Date:	10/21/2024
Signature of DAFS Procurement Official:			
Typed Name:	Joseph Zrioka, Director of IT Procurement	Date:	10/21/2024

The service is not proprietary. Other vendors could bid for the service. Please post.