

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:		Department of Agriculture, Conservation and Forestry		
Department Contract Administrator or Grant Coordinator:		Greg Miller		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 7,998.40	Advantage CT / RQS #:		
CONTRACT	Proposed Start Date:	11/13/2020	Proposed End Date:	11/13/2021
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:		Avenza Systems Inc, 84 Merton Street, Toronto, ON M4S 1A1 Canada		
Brief Description of Goods/Services/Grant:		Renewal of Avenza Maps Pro app for staff use on smart devices		

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

DACF uses the Avenza mapping app to load GIS specialized georeferenced maps created in house for field work: laying out roads, trails, harvest areas for timber, recreational resource inventories, and Best Management Practices checklist for inspections of harvest work. All work would be halted until an alternative application could be procured.

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

Currently, there are no known alternatives to replacing this app at this time.

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

This is the cheapest application found to perform the job duties required. DACF is receiving bulk purchase pricing.

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

DACF is always searching for new applications that have been developed that could perform the same or better task that would fit out needs.

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>		
	<small>DocuSigned by:</small> <i>Amanda E. Beal</i>		
Printed Name:	<small>20AF3A2882BB4AA</small> Amanda E. Beal	Date:	11/4/2020
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Justin Franzose</i>		
Printed Name:	<small>AEED9C7B3A8044E...</small> Justin Franzose	Date:	11/5/2020