

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:		Office of the Attorney General			
Department Contract Administrator or Grant Coordinator:		Mark Toulouse/Paul Knowles			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	\$6,668.10	Advantage CT / RQS #:	RQS 26A 20201123*539		
CONTRACT	Proposed Start Date:	8/28/2020	Proposed End Date:	8/27/2021	
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:		Thomson Reuters-West-Tower Publishing 650 Cape Road, Standish, ME 04084			
Brief Description of Goods/Services/Grant:		2020 Maine Court Rules, State and Federal Editions			

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.**

State of Maine Procurement Justification Form

PART III: SUPPLEMENTAL INFORMATION

Maine Revised Statutes Annotated (M.R.S.A.) is the official compilation of Maine's statutory law. This material, as well as other publications of Maine law and related updates, is published by Thomson Reuters-West Tower Publishing, is essential to Maine's Office of the Attorney General's mission and is not available in print elsewhere.

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

This is the only available print version of these publications, including the Maine Revised States Annotated version that is the designated official version recognized by the Legislature.


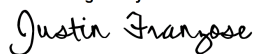
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

This is the only available print copy. The cost is discounted by 10% by the vendor.

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

It is unlikely these volumes will be in print elsewhere in the future; however, we continue to curtail the number of copies purchased in an effort to reduce costs.

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:	Mark A. Toulouse, Admin. Services Division Chief	Date:	11/23/2020
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>AEED9C7B3A8044E...</small> Justin Franzose	Date:	11/24/2020

**State of Maine
Procurement Justification Form**