



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

## DIVISION OF 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 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 intranet site (Forms page) for additional instructions.*

PART I: OVERVIEW				
Department Office/Division/Program:		Department of Administrative and Financial Services/Maine Revenue Services		
Department Contract Administrator or Grant Coordinator:		Lisa Whynot		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)		\$ 9,667.00	Advantage CT / RQS #:	18F 20210115*2052
CONTRACT	Proposed Start Date:		Proposed End Date:	
AMENDMENT	Original Start Date:	1/18/2021	Effective Date:	11/14/2022
	Previous End Date:	1/17/2024 <small>Click on box to enter a date.</small>	New End Date:	1/17/2024 <small>Click on box to enter a date.</small>
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Vision Government Solutions 1 Cabot Rd. Suite 100 Hudson, MA 01749		
Brief Description of Goods/Services/Grant:		Extension of CAMA implementation schedule		

## 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 checked="" type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<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.

MRS is replacing its antiquated CAMA application with a Commercial-Off-the-Shelf (COTS) Vision 8 CAMA software. MRS and Vision have determined that additional project work after the data conversion is necessary in order to complete the implementation of the software and ensure any issues are resolved.

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

Vision Government Solutions is currently implementing its Vision 8 software for use in MRS' Property Tax Division. The software is proprietary therefore, the implementation services must be provided by the vendor.

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

The cost is fair, reasonable, and consistent with pricing received at the time the contract was negotiated.

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

The current contract with the vendor covers a period of 9 years. MRS will issue an RFP prior to contract expiration.

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

Does this request utilize ARPA/MJRP funds?

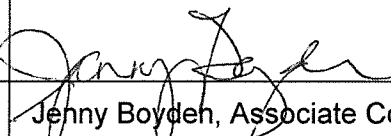
Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

### PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting  
Department's Commissioner  
(or designee):

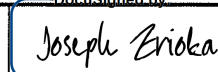


Typed Name: Jenny Boyden, Associate Commissioner

Date:

11-21-22

Signature of DAFS  
Procurement Official:



Typed Name: Joseph Zrioka

Date:

11/23/2022