



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:		Secretary of State, Bureau of Motor Vehicles, Information Services	
Department Contract Administrator or Grant Coordinator:		Darren Henderson, Director of Infrastructure and Cyber Security	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 34,138.00	Advantage CT / RQS #:	20231102000000000695
CONTRACT	Proposed Start Date:	12/1/2023	Proposed End Date: 5/31/2024
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:		WGTech 207 Larrabee Rd Westbrook ME 04092	
Brief Description of Goods/Services/Grant:		Warranty extension and support for NETAPP Storage Array cluster switch, interconnect, FAS2620 FAS8200 for 6 months	

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 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.

The Office of Information Services of the Secretary of State for the State of Maine employs NetApp storage systems to support nearly all of its file and data storage needs in its primary and disaster recovery data centers. Continuing software and hardware support and maintenance agreements for these servers is crucial to the effective operations of the Department. This justification is for the continued support of these devices for six months during which time the devices are scheduled to be updated.

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

The selected vendor of WGTech originally installed our NetApp devices and have assisted in numerous support activities within our environment. They have provided excellent and timely service and they have extensive knowledge of our Data Centers.

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

WGTech is a Maine company located in Westbrook, they are a NetApp partner and are located within and hours travel time from our data centers. They have provided us with excellent service and value in the past. This expenditure will extend the our service and maintenance agreements for six months.

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

The Office of Information Services could be open in the future to competitive bidding process for software and hardware.

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

Does this request utilize ARPA/MJRP funds?

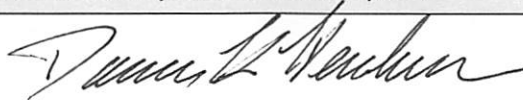
Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

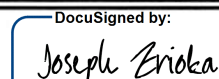
Signature of requesting
Department's Commissioner
(or designee):



Typed Name: Darren Henderson

Date: 11/3/2023

Signature of DAFS
Procurement Official:

DocuSigned by:

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Typed Name: Joseph Zrioka Director of IT Procurement

Date: 11/8/2023