



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:		Maine State Library	
Department Contract Administrator or Grant Coordinator:		Jenna Davis	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 127,520.15	Advantage CT / RQS #:	20231113*736
CONTRACT	Proposed Start Date:	10/1/2023	Proposed End Date: 9/30/2024
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:		Ancestry Library; Proquest	
Brief Description of Goods/Services/Grant:		Online bibliographic subscription	

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.

ProQuest has partnered with Ancestry.com to create Ancestry Library Edition, one of the most important genealogical collections available today. It has unparalleled coverage of the United States and the United Kingdom, including census, vital, church, court, and immigration records, as well as record collections from Canada, Europe, Australia and other areas of the world. This collection, with thousands of databases and billions of indexed names, is essential to having a broad genealogy collection.

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

There is currently no competitor on the open market for this unique and popular service.

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

This a popular service to the Maine public. It is used here at the Maine State Library, as well as accessed statewide through the online Digital Maine Library offering. The high rate of use justifies the cost.

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

This unique database subscription currently has no other competitor. However, library staff continue to diligently monitor the database market and will open this for bid should a competitor emerge.

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

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

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):

Lori Fisher

Typed Name:

Lori Fisher

Date:

11/13/2023

Signature of DAFS
Procurement Official:

DocuSigned by:
Joseph Brioka
EA813178102243C...

Procurement Justification Form (PJF)

Typed Name:	Joseph Zrioka Director of IT Procurement	Date:	11/27/2023
--------------------	--	--------------	------------

DRAFT






Ancestry2023PJF

Final Audit Report

2023-11-13

Created:	2023-11-13
By:	Jenna Davis (jenna.davis@maine.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAApGI-m4gUXKiMWLnI9mPQFOsnvW1JVoiF

"Ancestry2023PJF" History

-  Document created by Jenna Davis (jenna.davis@maine.gov)
2023-11-13 - 9:39:16 PM GMT
-  Document emailed to lori fisher (lori.fisher@maine.gov) for signature
2023-11-13 - 9:39:29 PM GMT
-  Email viewed by lori fisher (lori.fisher@maine.gov)
2023-11-13 - 9:40:07 PM GMT
-  Document e-signed by lori fisher (lori.fisher@maine.gov)
Signature Date: 2023-11-13 - 9:40:20 PM GMT - Time Source: server
-  Agreement completed.
2023-11-13 - 9:40:20 PM GMT