



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
OFFICE OF STATE PROCUREMENT SERVICES
 STATE OF MAINE

PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$10,000 submitted to the Office of State Procurement Services.

PART I: OVERVIEW				
Department Office/Division/Program:		Transportation/Results and Information Office		
Department Contract Administrator or Grant Coordinator:		MDOT CA - Mike Drolet MDOT CS - Robert L Dwyer MaineIT IT Contact - Jonathan Ives		
(If applicable) Department Reference #:		45685		
Agency Department Code:	17A	Advantage CT / RQS #:	20230927000000000921	
Amount: (Contract/Amendment/Grant)		Not to exceed \$15,000		
CONTRACT	Proposed/Original Start Date:	10/16/2023	Proposed/Most Recent End Date:	8/31/2025
AMENDMENT	New Effective Date:	9/1/2025	New End Date (if Applicable):	6/30/2026
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Open Text Inc, Chicago, IL		
Brief Description of Goods/Services/Grant:		Add "TEDOCs MS SQL Server Migration - Post-Go-Live Support" for Deployment Certification Waivers including upgrades to satisfy Security Waivers.		

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 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. Higher Education 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.

Add additional time and money to the contract to enable State staff to receive technical support from Open Text for software updates during the amendment period. These updates are required to address security concerns identified during Deployment Certification (including security waiver) for the July 2025 go-live of eDocs 25.2.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

Open Text Inc is the Vendor of the eDocs software and is responsible for making changes to eDocs to address the security waiver granted by the State for the July 2025 go-live for eDocs 25.2.

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

This amendment uses the same existing rates in the original contract.

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

The Department licenses Open Text software through annual requisitions. The current requisition for licensing goes through 6/30/2026. A separate agreement was used for Open Text support for the eDocs MS SQL migration. This amendment extends the MS SQL migration agreement to align with the same 6/30/2026 termination date.

For licensing and support beyond 6/30/2026, the Department plans to competitively procure licensing and services by either a.) procuring OpenText licensing and support through an existing Master Agreement or b.) by going out to RFP.

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: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS [Title 5, §18](#) and [§18-A](#), in harmony with MRS [Title 17, §3104](#).


The requesting department’s signatory affirms, understands, and acknowledges Maine’s Conflict of Interest statutes and, in accordance with those statutes and to the best of their

knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.


PART VI: APPROVALS

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Andrew Bickmore	Date:	11/5/2025
2. Additional signature required ONLY if box E (Emergency) is selected in PART II . The signature below indicates approval by the Department's Commissioner, or the <u>designee specifically authorized to approve emergency procurement requests</u> .			
Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	

****OSPS Section Only****

Signature of DAFS Procurement Official:			
Typed Name:	John Spier	Date:	11/5/2025