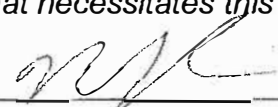


## State of Maine Waiver of Competitive Bidding Request Form

**Form Instructions:** Please provide the requested information in the white boxes below. This form is to precede all contract requests that are not the direct result of a competitive bid process.

<b>Requesting Department's Contract Administrator:</b>	Lt Scott Ireland	<b>Office/Division/Program of Contract Administrator:</b>	Public Safety -- Maine State Police
<b>Est. Contract Amount:</b>	\$ 31,306.05	<b>Contract or RQS Number:</b>	RQS-16A-20191206*0692
<b>Proposed Start Date:</b>	10/9/2019	<b>Proposed End Date:</b>	12/21/2020
<b>Vendor/Provider Name, City, State:</b>		Cellebrite Inc Parsippany NJ	
<b>Short Description of Good or Service:</b>		Software renewals for UFED Touch Ultimate equipment providing support and updates	
Please note, for transparency purposes, Waivers of Competitive Bidding will be publicly posted. Public postings are placed on the Division of Procurement Services website for a period of seven consecutive calendar days.		<p style="text-align: center;"><b>To be completed by the Division of Procurement Services</b></p> Posting dates on Division of <b>Procurement Services</b> website: From: <u>12/27/2019</u> To: <u>1/2/2020</u>	
<b>Notice of Intent to Waive Competitive Bidding Number:</b>		NOI# 1220192131	
<b>1. Statutory Justification</b>			
State of Maine statute (5 M.R.S. §1825-B(2)) allows waivers of competitive bidding only for the specific reasons listed below. Please mark the appropriate box (X) next to the justification which applies to this specific request.			
<input type="checkbox"/>	A. The procurement of goods or services by the State for county commissioners pursuant to Title 30-A, section 124, involves the expenditure of \$2,500 or less, and the interests of the State would best be served;		
<input type="checkbox"/>	B. The Director of the Bureau of General Services is authorized by the Governor, or the Governor's designee, to make purchases without competitive bidding because, in the opinion of the Governor or the Governor's designee, an emergency exists that requires the immediate procurement of goods or services;		
<input checked="" type="checkbox"/>	<i>If citing the above justification for this Waiver of Competitive Bidding request, please have the requesting Department's Commissioner or Chief Executive (as the Governor's "designee") sign and date on the right.</i>	<i>By signing below, I signify as the Governor's designee there is an emergency that necessitates this non-competitive procurement.</i> <b>Signature:</b>  <b>Printed Name:</b> Michael Sauschuck <b>Date:</b> 12-10-19	
<input type="checkbox"/>	C. After reasonable investigation by the Director of the Bureau of General Services, it appears that any required unit or item of supply, or brand of that unit or item, is procurable by the		

**State of Maine  
Waiver of Competitive Bidding Request Form**

	State from only one source;
	D. It appears to be in the best interest of the State to negotiate for the procurement of petroleum products;
	E. The purchase is part of a cooperative project between the State and the University of Maine System, the Maine Community College System, the Maine Maritime Academy, or a private, nonprofit, regionally accredited institution of higher education with a main campus in this State involving: (1) An activity assisting a state agency and enhancing the ability of the university system, community college system, Maine Maritime Academy, or a private, nonprofit, regionally accredited institution of higher education with a main campus in this State to fulfill its mission of teaching, research, and public service; (2) A sharing of project responsibilities and, when appropriate, costs;
	<i>If citing the above justification for this sole source request, please note that the specific approval of the Governor's Office is required, in accordance with Executive Order 26 FY 11/12, "An Order to Enhance Competitive Bidding". The approval must be documented on DAFS/BGS/Division of Procurement Services "GOVCOOP" form, found here:  <a href="http://www.maine.gov/purchases/info/forms/govcoop.doc">http://www.maine.gov/purchases/info/forms/govcoop.doc</a>.</i>
	F. The procurement of goods or services involves expenditures of \$10,000 or less, in which case the Director of the Bureau of General Services may accept oral proposals or bids;
	G. The procurement of goods or services involves expenditures of \$10,000 or less, and procurement from a single source is the most economical, effective and appropriate means of fulfilling a demonstrated need.
	If a different authorization specifically allows for this non-competitive procurement, please provide that reference here:

**Please note that the following four points below (#2 through 5) all require a response.**

**2. Description of Specific Need**

Please identify, and fully describe, the specific problem, requirement, or need the resulting non-competitive contract would address and which makes the goods or services necessary. Explain how the requesting Department determined that the goods or services are critical and/or essential to agency responsibilities or operations.

The Computer Crimes Unit has 8 UFED Touch Ultimate devices that are used to extract, decode and analyze evidentiary data forensically on mobile devices both in the field and in the lab. This equipment requires annual software updates to insure the equipment remains effective as technology changes so rapidly.

**3. Availability of other Public Resources**

Please explain how the requesting Department concluded that sufficient staffing, resources, or expertise is not available within the State of Maine's government, or other governmental entities (local, other state, or federal agencies) external to the requesting Department, which would be able to address the identified need more efficiently and effectively than the identified vendor.

**State of Maine  
Waiver of Competitive Bidding Request Form**

Cellebrite is the only supplier and the software is unique to this equipment.

**4. Cost**

Since a waiver of competitive bidding is being requested for this procurement, please explain how the requesting Department concluded the negotiated costs, fees, or rates are **fair and reasonable**.

Price increased from last year approx. 3% and we had the vendor prorate all units to the same expiration date.

**5. Future Competition**

Please describe potential opportunities which may be available to foster competition for these goods or services in the future.

We would consider competitive bids in the event that it is financially reasonable should another comparable forensic tool of this nature become available.

**Please note that only one of the two points below ("Uniqueness" or "Timeframe") requires a response. Requesting Departments are not required to respond to both points.**

**6. Uniqueness**

Please explain if the goods or services required are unique to a specific vendor. Describe the unique qualifications, abilities, and/or expertise of the vendor and how those particular unique factors address the specific need identified above. If the vendor has unique equipment, facilities, or proprietary data, also explain the necessity of these particular unique assets.

**State of Maine  
Waiver of Competitive Bidding Request Form**

**7. Timeframe (Complete only if B. is the Statutory Justification marked on Page 1)**

Please explain if time is of the essence and an emergency exists which requires the immediate procurement of goods or services. Describe the nature of this emergency, provide the date by which the goods or services must be delivered, and explain how that date was determined and its significance (i.e. impact if delayed beyond this date). Also, provide information as to how it was determined this vendor is the best option to address this time-sensitive procurement.

The cost of these software renewals was part of the grant application. Although the application was approved, our funds were put on hold pending further review of the budget (Special condition). This is a confirming purchase order to pay a past due invoice for \$25,365.78 and two future invoices (one due in Feb and another in March). The special condition was released Friday and we have requested permission to use these funds to pay the invoice. (Federal permission to use these funds is still needed as the invoice became due during the hold.) All invoices have been prorated to cover maintenance periods to same end date to reduce the number of invoices needed and to insure future invoices fall within the grant period avoiding this same scenario going forward.

**Signature of requesting Department's Commissioner or Chief Executive (or designee within the Commissioner's Office):**

*By signing below, I signify that my Department requests, and I approve of, this Waiver of Competitive Bidding.*



**Printed Name:**

Michael Sauschuck

**Date:**

12-10-19

ROUTING AND TRANSMITTAL SLIP

Date

12/9/19

TO: (Name, office symbol, room number, building, Agency/Post)

	Initials	Date
1. Dale Gilbert	SG	12/9
2. Janet Joyena	JJ	12/9/19
3. Commissioner Sauschuck	MS	12-10-19
4.		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Emergency WCB for Cellebrite software renewal for Computer Crime Lab.

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, organization symbol, Agency/Post)

Jaye Parker

Room Number - Building

Phone Number