

## State of Maine Procurement Justification Form

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 website (Forms page) for additional instructions.

### PART I: OVERVIEW

Department Office/Division/Program:		DAFS / OIT	
Department Contract Administrator or Grant Coordinator:		C. Norris / J/ Zrioka	
(If applicable) Department Reference #:		N/A	
Amount: (Contract/Amendment/Grant)	Amend add \$50,000.00, New amt: \$1,187,624.00	Advantage CT / RQS #:	CT 18B 20190808*472
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	7/15/2019	Effective Date:
	Previous End Date:	11/30/2020	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Brimstone Consulting Group, LLC 48 Washington St. Camden, ME 04843	
Brief Description of Goods/Services/Grant:		Development & Implementation; Changes in OIT's Organization; Discount remaining work per Letter of Memorandum.	

### PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

	A. Competitive Process		G. Grant
<b>X</b>	B. Amendment		H. State Statute/Agency Directed
	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

### PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

- Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.**

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### PART III: SUPPLEMENTAL INFORMATION

Brimstone Consulting Group, LLC is providing organizational development services to help OIT drive critical change for individual and team performance, learning and development activities, training, talent development and culture change. This amendment is a 11-month extension, adding \$50,000.00 for consulting services with OIT senior leadership.

#### 2. Provide a brief justification for the selected vendor to supplement the response in Part II.

Continuation of existing organizational services consulting agreement to assure progress on organization culture change continues to move forward and does not stall.


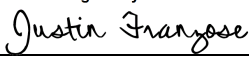
#### 3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

Competitively bid/awarded RFP. Completing work per RFP/contract.

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

Management has not made decision whether service will be required after conclusion of contract.

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
	<small>DocuSigned by:</small> 		
<b>Printed Name:</b>	Frederick Brittain, Chief Information Officer	<b>Date:</b>	12/17/2020
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> 		
<b>Printed Name:</b>	<small>AEED9C7B3A8044E...</small> Justin Franzose	<b>Date:</b>	12/23/2020