

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:	Education/Office of Innovation		
Department Contract Administrator or Grant Coordinator:	Beth Lambert		
(If applicable) Department Reference #:	N/A		
Amount: (Contract/Amendment/Grant)	\$ 499,552.00	Advantage CT / RQS #:	2020*2566
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	7/1/2020	Effective Date:
	Previous End Date:	6/30/2021	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:	Systems Engineering Incorporated		
Brief Description of Goods/Services/Grant:	Managed Internal Broadband Service (MBIS/WiFi) for Schools		

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
X	B. Amendment		H. State Statute/Agency Directed
X	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:
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.
For the last 19 years Maine DOE, through the Maine Learning Technology Initiative program, has financially supported WiFi network installation, support and maintenance in schools across Maine. This amendment continues support for managed internal broadband service (MIBS) (WiFi) for 113 Apple network schools that remain under the service contract, for one year, 7/1/2021 to 6/30/2022. This year of support is necessary to provide time for Maine DOE to implement an action plan to help schools to transition to local control of their WiFi networks.

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PART III: SUPPLEMENTAL INFORMATION

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

Systems Engineering is the current provider for the Apple WiFi networks (managed internal broadband service (MIBS)) in the 113 schools included in this contract. Systems Engineering has supported the WiFi networks of these schools since 2013. Maine DOE/SOM owns the equipment while Systems Engineering supports the access points and switches at the 113 locations. The equipment is at the end of its life. This is the last year of WiFi support that will be contracted at the State level by Maine DOE. If a different vendor is sought and chosen it would likely require the installation of new equipment at the 113 school sites and would come at a significant cost to the State and a disruption of the schools' WiFi/MIBS networks.

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



The Department reviewed the Universal Service Administrative Company's (USAC) open data set for E-rate filings for managed internal broadband service (MIBS). The USAC data is publicly available and results from a competitive process for funding from the Universal Service Fund, a telecommunications fund. The USAC data set was filtered for Maine schools requesting USC funds, but that were not part of the State contract for WiFi/MIBS. The result of the review was, for E-rate filings in 2020 in the State of Maine, 9 districts filed for MIBS outside of the State DOE contract. The contracts for the 9 districts covered 25 sites (buildings) at a total annual cost of \$118,416, for an average cost of \$4,736.64 per site. This contract with Systems Engineering includes a Cisco SmartNet license at a cost of \$193,552.00 covers 113 sites (buildings) and the equipment at a total annual cost of \$499,552.00 for an average cost of \$4,420.81 per site. <https://opendata.usac.org/stories/s/E-rate-Tools/bneg-mh8b/>

The contract amount is competitive based on several complex underlying costs and resources needed to deliver the contract's service level requirements. Over 33% of the contract costs are held in a manufacturer license specific to the technology supporting the 113 sites and 5000 classrooms. The manufacturer license is competitively priced for the government/education market. The contract's service level requires same day service over a broad geographic area including all borders of Maine. The diversity in the number of school sites and experience levels in customer contacts requires a depth of staffing including field deployment of trained technicians and equipped vehicles that can be mobilized immediately. The vendor must also staff with technical employees holding Cisco certifications to troubleshoot, repair escalate and install equipment. Lastly, a complex level of systems must be in place to handle workflows and logistics in fielding first call help desk ticket triage, ticket management, technician dispatch, shipping and receiving, ticket resolution and end user communication.

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

This service will not be needed in the future. The responsibility for WiFi service, support, and maintenance or managed internal broadband service in the future will be assumed by the local school administrative units.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
Printed Name:	Daniel A. Chuhta, Deputy Commissioner	Date:	12/16/2020
Signature of DAFS Procurement Official:	 <small>066BBD96EE5347E...</small>		
Printed Name:	Michelle Fournier	Date:	12/23/2020


Certificate Of Completion

Envelope Id: 2B57767F35DD49CDB01D148CB8359C7B	Status: Completed
Subject: Please DocuSign This Document	
Source Envelope:	
Document Pages: 2	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Disabled	Daniel A. Chuhta
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	Daniel.Chuhta@maine.gov
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Record Tracking

Status: Original 12/16/2020 3:33:08 PM	Holder: Daniel A. Chuhta Daniel.Chuhta@maine.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Carahsoft OBO Maine Department of Education	Location: DocuSign

Signer Events

Signer Events	Signature	Timestamp
Daniel A. Chuhta Daniel.Chuhta@maine.gov Deputy Commissioner Maine Department of Education Security Level: Email, Account Authentication (None)	 Signature Adoption: Uploaded Signature Image Using IP Address: 72.231.250.95	Sent: 12/16/2020 3:33:10 PM Viewed: 12/16/2020 3:33:42 PM Signed: 12/16/2020 3:35:24 PM Freeform Signing

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	12/16/2020 3:33:10 PM
Certified Delivered	Security Checked	12/16/2020 3:33:42 PM
Signing Complete	Security Checked	12/16/2020 3:35:24 PM
Completed	Security Checked	12/16/2020 3:35:24 PM

Payment Events

Status

Timestamps