

## State of Maine Procurement Justification Form

This form must accompany ALL contract requests and sole source requisitions (RQS) submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below.

PART I: OVERVIEW			
Department Office/Division/Program:	DAFS OIT / Shared Services		
Department Contract Administrator or Grant Coordinator:	Tonia Ennis		
(If applicable) Department Reference #:			
Document Amount:	\$ 79,800	Advantage CT / RQS #:	2018111500000001668
AMENDMENT	Original Start Date:		Effective Date:
	Previous End Date:	2/26/2020	New End Date: 4/5/2020
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
ALL OTHER	Proposed Start Date:		Proposed End Date:
Vendor/Provider/Grantee Name, City, State:	Premier International Enterprises, Inc 221 North LaSalle Chicago, IL 60601		
Brief Description of Goods/Services/Grant:	Data Migration to support the Cloud Application for Payroll		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request.			
	A. Competitive Process		G. Grant
X	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:
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.
<p>The State of Maine has modified the implementation date for Workday, from Dec 31, 2019 to March 23, 2020. This Change adds new tasks and consulting activities for Premier International Enterprises. Activities will include the Gold Tenant Build through 3/8/2020, Payroll History data loads through 3/22</p>
2. Provide a brief justification for the selected vendor to supplement the response in Part II.

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## PART III: SUPPLEMENTAL INFORMATION

The delay in the production cutover date will require work from Premier to support the Department for a period of time through April 5 that was not included in the Agreement or prior Change Order.

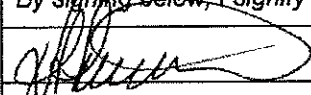
### 3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The cost estimates were in line with the original cost estimates for the original Agreement and prior Change Order.

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

Any further date changes would be a scope change and will require an approved change order.

## 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>		
			
<b>Printed Name:</b>	Heather Perreault	<b>Date:</b>	2/11/2020
<b>Signature of DAFS Procurement Official:</b>	DocuSigned by: <i>Justin Franzose</i>		
<b>Printed Name:</b>	AEED9CZB3A8044E Justin Franzose	<b>Date:</b>	2/25/2020