

PROCUREMENT OFFICER'S DETERMINATION  
Intergovernmental Cooperative Purchasing  
COMAR 21.05.09.04

Department/Procurement Agency: Department of General Services

Contract Term: One year from the date of execution by the Participating Entity

Amount: NTE \$200,000

Category: Information Technology

Contract Type: Indefinite Quantity with Fixed Unit Prices

Name and address of selected Contractor: SHI International Corporation  
290 Davidson Avenue, Somerset, NJ 08873  
Somerset, NJ 08873

**Scope Description:**

The State of Maryland, through the Department of Information Technology ("DoIT"), seeks to execute a participating addendum ("Participating Addendum") with SHI International Corporation ("SHI") under the National Association of State Procurement Officials Cloud Solutions Contract ("NASPO Contract"). NASPO strives to make the governmental procurement process more efficient by establishing competitively priced contracts. This NASPO Contract is available to State agencies nationwide, institutions of higher education, cities and counties. It has been awarded by a public competitive procurement process that is compliant with Maryland State statutes.

Under the Participating Addendum, SHI would provide the State with implementation and support services, hosting, user licenses and limited access for WorkOtter.

**Basis for Selection:**

SHI was selected as they are WorkOtter's only public sector distributor on the NASPO Contract. The use of this procurement method will reduce the time-period between need determination and delivery of the solution; will ensure expeditious transparency to the citizens of Maryland and reduce the administrative burden on DGS. In accordance with COMAR 21.05.09.04, it is determined that this Participating Addendum will provide cost benefits to the State, will promote administration efficiencies, and promote intergovernmental cooperation. The Participation Addendum is in the best interest of the State and is not intended to evade the purpose of Division II of the State Finance Procurement Article.

Determination By:

*Susan Howell*  
Susan Howell (Sep 17, 2021 11:06 EDT)

Date: Sep 17, 2021

DoIT, Procurement Officer

Approved by:

*Michael Leahy*  
Michael Leahy (Sep 17, 2021 11:32 EDT)

Date: Sep 17, 2021

DoIT, Secretary (or designee)

Approved by:

*Michael P. Hoff*  
DGS Chief Procurement Officer

Date: Oct. 4, 2021