



Application for Determination of Sole Source Procurement

This form, with one or more categories completed, must accompany a purchase requisition for equipment, supplies or services exceeding \$20,000. Select the category or categories appropriate for this procurement. Attach all documentation necessary to support the application. Procurements of \$20,000 and greater shall be posted to the NM Tech Purchasing website for the mandatory thirty (30) day period per NMSA 13-1-126.1

Requesting Department:	ICASA	End User's Name:	Darryl Ackley
Proposed Contractor:	TheMaggieWay, LLC	Estimated Cost:	\$57,000.00
Product Description:	Professional Services	Date:	06/01/2023

I am requesting a sole source procurement based on the following reasons:

- Compatibility of existing equipment or supplies; provide details in *Explanation*. Include manufacturer, model number and NMT PCN of existing equipment.
- Item specifically required for use in conjunction with grant or contract. Attach applicable grant or contract page and provide justification of why it is required for grant / contract and why other substitutes are not acceptable.
- Requirement is of a proprietary / copyright / licensing nature which is explained below.
- The requested product has unique design / performance specifications or quality requirements which are essential to my work, research protocol or teaching needs, and are not available in comparable products. Please discuss this uniqueness / performance below.
- NMT Staff has specialized training and / or extensive experience. Retraining would incur substantial cost in money / time as explained below.
- I have contacted other suppliers or service providers identified below and have considered their product, however, their products / services are not acceptable because they are lacking one or more technical capabilities as discussed below.
- The requested product is essential in maintaining / continuing experiments. Other investigators have used this product in similar research and for comparability of results, I require it.
- Contractor is the sole manufacturer and sole distributor and has unique features / characteristics not available from other sources (provide explanation and attach applicable documents).
- Product is a prototype; contractor offers a trade-in allowance; availability of service, parts or maintenance as discussed below.

Explanation: Please see attached justification

By signing below, requestor certifies that the information provided is accurate to the best of their knowledge.

DocuSigned by: 	Darryl Ackley	06/01/2023
End User Signature (actual signature required)	Printed Name	Date

Chief Procurement Officer (signature required)

For use by Purchasing:

Date application received in purchasing: 6/12/23 NMT Web Posting date: 6/13/23 Expiration date: 7/13/23

Application for Determination of Sole Source Justification: Explanation

The Institute for Complex Additive Systems Analysis (ICASA) has been developing a unique software capability, known as Case Catcher, for the Bernalillo County District Attorney's Office (2DA). This software allows Law-Enforcement Officers (LEOs) to refer cases for prosecution, along with the discovery (or, evidence) materials for that case, in an automated and online fashion. The tool was developed under a Department of Justice, Bureau of Justice Assistance (BJA) grant (see [1]). The primary grantee for this effort was the Greater Albuquerque Chamber of Commerce (GABQC), with several sub-grantees: ICASA, 2DA, RS-21, and TheMaggieWay, LLC. The project recently received significant attention in the press, due in part to the significant positive impact it is expected to have on the criminal-justice process in the state [2].

An additional goal for this project is that it be further adopted by other criminal-justice districts within the state. ICASA was recently awarded a contract by the First Judicial District Attorney's office (FJDA), under which they have requested that the Case Catcher software be deployed for their use.

A critical aspect of deploying the Case Catcher software involves the liaison work between the LEOs and the district attorney's offices, as well as the training of the end-users of the software. Lastly, as we found during the BJA effort, the adoption of the tool requires a re-evaluation of business processes by both the prosecuting attorney's and the LEOs involved.

A key element of our success with 2DA was the involvement of Maggie Newman of TheMaggieWay, LLC. Ms. Newman's involvement in the original project was to do the very things described above, namely, act as a liaison, develop and provide training, and assist agencies in modernizing their business practices. As such, we are requesting a sole-source determination to use her professional services as a sub-contractor on our award from the FJDA district. We make the following assertions in support of this request:

- TheMaggieWay, LLC, is unique in being a provider of such services, having been involved in the development of the Case Catcher as a peer entity on the BJA grant. Moreover, as the Case Catcher software is a custom-built application, licensable by NMT, there are no other providers who would have requisite knowledge to provide these services.
- TheMaggieWay, LLC, has extensive knowledge about the business processes, key stakeholders, and general workings of the criminal-justice system in the state of New Mexico as are specifically required and relevant for this effort.
- TheMaggieWay, LLC, has extensive experience in the training of both LEOs and prosecutors in the use of the Case Catcher software, as well as a familiarity with the technical aspects of interacting with the proprietary demonstration/training environment provided by ICASA that no other provider could have.
 - Note Ms. Newman demonstration of the software at approximately the 31-minute mark in the video provided in [2].
- ICASA does not have the requisite skills and/or resource availability to provide these services in-house.
- Even if another provider aspired to be able to provide similar services, it would require both time and effort for them to develop such an offering, for which the current contract with FJDA does not anticipate.

Therefore, we are requesting a sole-source determination to use TheMaggieWay, LLC., for this effort. A copy of the draft Professional Services Agreement is also included with this submission.

References

1. "The First 48 Hours: An Intake Tool Kit to Reduce Crime by Improving Prosecutorial Decision-Making, Efficiency, and Resource Allocation." U.S. Department of Justice, Bureau of Justice Assistance. <https://bja.ojp.gov/funding/awards/2019-zb-bx-0011>.
2. "Albuquerque leaders, chamber announce new tech to bolster prosecution." Press conference via KRQE. <https://www.krqe.com/video/albuquerque-leaders-chamber-announce-new-tech-to-bolster-prosecution-news-conference/8601806/>.