State of Maine
RFP / Proposal Master Score Sheet

Instructions: Complete the Master Score Sheet below providing all of the requested information for each bidder that submitted a proposal in response to the RFP. This document is to be included in the Selection Package submitted to the Division of Procurement Services for review/approval.

## SCORESHEET FOR RFP# 201805096: STOP Violence Against Women – Court Proposal

<table>
<thead>
<tr>
<th>PROPOSAL SUBMITTED BY:</th>
<th>Administrative Office of the Courts</th>
<th>Cost: $28,477</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EVALUATION ITEM</strong></td>
<td><strong>POINTS AVAIL.</strong></td>
<td><strong>Cost:</strong></td>
</tr>
<tr>
<td>Section I: Organization Qualifications and Experience</td>
<td>25</td>
<td>25</td>
</tr>
<tr>
<td>Section II: Specification of Work to be Performed</td>
<td>45</td>
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</tr>
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</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td>100</td>
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</table>
August 27, 2018

James T. Glessner
Maine Judicial Branch
PO Box 4820
Portland, ME 112

SUBJECT: Notice of Conditional Contract Award under RFP #201805096, STOP Violence Against Women Formula Grant

Dear Mr. Glessner:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- Lewiston Police Department
- Penobscot Nation Department of Social Services
- Cumberland County Sheriff’s Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

The bidders listed above received the evaluation team’s highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights.
relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

Upon receipt of a finalized award from the Federal government the Maine Department of Public Safety (DPS) will enter into the contracting phase of the awarding process. It is anticipated that DPS will produce contracts by October 1, 2018.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov
STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women formula Grant
BIDDER: Administrative Office of the Courts
DATE: July 17, 2018

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team’s consensus evaluations, and this form is not meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: John Rogers, Chief Jack Peck, Destie Hohman Sprague, Tracy Poulin, Robert Chicoria

SUMMARY PAGE

<table>
<thead>
<tr>
<th>Pass/Fail Criteria</th>
<th>Pass:</th>
<th>Fail:</th>
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<tbody>
<tr>
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<tr>
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<tr>
<td>✨</td>
<td></td>
<td></td>
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Numerical Score:

- Section I. Organization Qualifications and Experience (Max: 25 Points) 25
- Section II. Specification of Work to be Performed (Max: 45 Points) 45
- Section III: Cost Proposal (Max: 30 Points) 30
- Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)  

TOTAL POINTS (Max: 100 Points) 100
EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25      Score: 25

Evaluation Team Comments:

Good Proposal

Very Experienced

Good Qualifications
EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45  Score: 45

Evaluation Team Comments:

Minor errors
- Project period in 2017
- 10 vice 11 languages mention in some areas
- Good effort especially in posting the translations on the Web

Outcomes not clear – no real baseline for one-time projects

Should add this type of new project to the STOP implementation Plan with some follow-up after project completion with feedback from the distribution points and personnel using the brochures
EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30  Score: 30

Evaluation Team Comments:

Printing costs should go under the OTHER category unless the printing is done by the consultants

Prices seem reasonable
**STATE OF MAINE**
**INDIVIDUAL EVALUATION NOTES**

**RFP #: 201805096**
**RFP TITLE:** STOP Violence Against Women Formula Grant Program
**BIDDER NAME:** Administrative Office of the Courts
**DATE:** July 13, 2018
**EVALUATOR NAME:** Bob Chicoria
**EVALUATOR DEPARTMENT:** Department of Public Safety

```
Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.
```

**Individual Evaluator Comments:**

<table>
<thead>
<tr>
<th>Match is exceeded</th>
</tr>
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</table>
Page 2 of the proposal, last paragraph mentions laminated cards. No other mention of the cards is provided

<table>
<thead>
<tr>
<th>Page 7 – English version outcome does not mention posting on the MJB website. In contrast, the translation versions will be posted. Page 12 item (d) does mention the posting of all the guides on the website. Was this an oversight?</th>
</tr>
</thead>
</table>

<table>
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<tr>
<th>Pages 11 and 20 – Supplement not supplant existing funds</th>
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</table>

<table>
<thead>
<tr>
<th>As the proposed Guide will discuss Sexual Assault, some part of the proposed grant amount could qualify for the Sexual Assault Set-aside</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Well written and organized</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Documented need</th>
</tr>
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</table>
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Administrative Office of the Courts
DATE: July 17, 2018
EVALUATOR NAME: Chief Jack Peck
EVALUATOR DEPARTMENT: Farmington Police Dept

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

---------------------------------------------------------------------------------------------

Individual Evaluator Comments:

Anne Jordan - Ellen Hjelm

$28,417

Project period 1/2017 to 12/2017

1:3 population

10,000 copies of PFA/PFH also Web

100,000 all ready printed & available

2nd District Cts Fed purposes #11 State #1

Portland - NYC Translum services

2016 - 5,424 PFA 2187 PFH

One time project - clear objectives

Victim Services VIP CEDY MeCASA Pine Tree Homicide review

Budget straightforward
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Administrative Office of the Courts
DATE: 7-16-18
EVALUATOR NAME: Destie Hohman Sprague
EVALUATOR DEPARTMENT: MECASA

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

+ Strong proposal, well organized and well written
+ Project scope is relevant and necessary; victim consultation was appropriate
+ All costs seem allowable and appropriate
- Outcomes/baseline numbers section incorrect, but that seems typical of proposals

Conclusion – very little else to say about this proposal; it does everything it needs to do, and the project is straightforward. I would happily endorse it.
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Administrative Office of the Courts
DATE: 8/7/18
EVALUATOR NAME: John Rogers
EVALUATOR DEPARTMENT: MUSA

Instructions: The purpose of this form is to record proposal review notes written by Individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

- Purpose of Grant is to provide 10,000 English copies of PJAA/PAH Handbooks
- To include all ACSA (PAH) clients in the
- Program.
- To provide 1200 copies to Juvenile Court clients
- and 1200 copies to Juvenile Court
- families.
- Met Federal # 3-7, but also family
- needs.
- Action: Se $ 89,447 Match $ 2000 Total $ 91,447

- Good written grant for mission. Team is well reworded
- The County has demonstrated many successful grant projects
- There is a 1 and above grant - very applicable to
- RACE goals.

[Handwritten signature]
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Administrative Office of the Courts
DATE: 7/16/18
EVALUATOR NAME: Tracy Poulin
EVALUATOR DEPARTMENT: Dept. of Public Safety

******************************************************
Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

******************************************************

Individual Evaluator Comments:

* 1.1.17 to 12.31.17 - maybe meant 2019

Purpose

3.7 Priority 1

very recap of prior projects - progress on pg 9

Pg 2 Priority 3 - 30 11 languages

Pg 7 goal 2, outcome 3 - 811. Baseline missing. Tagalog like that this is a one-time project - addressed

Sustainability pg 8

Good timeline pg 9

Pg 11 supplement statement

Letters of collaboration included

Letter of support included

Budget is sound but printing would move to other unless consultant is printing

$18,477 fed $2,004 match is good

Not culturally specific
AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Bob Chicoria accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder’s company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder’s official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Signature

7/11/2018
Date
STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Destie Hohman Sprague accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Signature: ___________________________ Date: July 14, 2018
AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Chief Jack Peck accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Signature: Jack Peck, Jr.  Date: July 17, 2018
STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Tracy Poulin accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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[Signature] [July 16, 2018]
AGREEMENT AND DISCLOSURE STATEMENT

RFP #: 201805086
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, John Rogers accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Signature

Date: 07/17/2018

Rev. Sept. 2013
**State of Maine**  
**RFP / Proposal Master Score Sheet**

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### SCORESHEET FOR RFP# 201805096: STOP Violence Against Women – Prosecution Proposal

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<th>Prosecutorial District IV</th>
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<tbody>
<tr>
<td><strong>COST:</strong></td>
<td>Cost: $109,120</td>
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**TOTAL** 100 73

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**TOTAL** 100
August 27, 2018

Maeghan Maloney, DA
Prosecutorial District IV
95 State Street
Augusta, ME 04330

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
STOP Violence Against Women Formula Grant

Dear District Attorney Maloney:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- Lewiston Police Department
- Penobscot Nation Department of Social Services
- Cumberland County Sheriff’s Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
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- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

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the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B
(6).

This award decision is conditioned upon final approval by the State Procurement Review
Committee and the successful negotiation of a contract. A Statement of Appeal Rights has
been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME  04333-0104
tracy.j.poulin@maine.gov
STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant - Prosecution
BIDDER: Prosecutorial District IV
DATE: July 17, 2018

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team’s consensus evaluations, and this form is not meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Marty McIntyre, Elise Johansen, Chief Jack Peck, Sheriff Jeffrey Trafton, Tracy Poulin, Robert Chicoria

SUMMARY PAGE

<table>
<thead>
<tr>
<th>Pass/Fail Criteria</th>
<th>Pass</th>
<th>Fail</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Numerical Score:

| Section I. Organization Qualifications and Experience (Max: 25 Points) | 20 |
| Section II. Specification of Work to be Performed (Max: 45 Points)     | 33 |
| Section III: Cost Proposal (Max: 30 Points)                             | 20 |
| Section IV: Maine Business and Economic Impact Consideration (Max: NA Points) | |

TOTAL POINTS (Max: 100 Points) 73

Consensus: REJECT – Content needs modifications – Rejected pending clarifications or re-application in the next RFP round
EVALUATION OF SECTION I
Organization Qualifications and Experience

| Total Points Available: 25 | Score: 20 |

**Evaluation Team Comments:**

- District IV well qualified and experienced. Positions have been funded by STOP grants for the last 4 years.
- SADV Prosecutor qualified and experienced although resume appears to be a duplicate of last year’s proposal resume without updates.
- SADV Investigator is not currently a sworn officer which may hamper his/her activities. The investigator was to attend the Criminal Justice Academy last year but for several reasons did not attend and graduate. There have been discussions with the Project Manager (Attorney Meaghan Maloney).
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant - Prosecution
BIDDER: Prosecutorial District IV
DATE: July 17, 2018

EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45
Score: 33

Evaluation Team Comments:

- Demonstrated need
- How can the Investigator perform without being a sworn officer and without first-hand knowledge and experience?
- Should have had general job descriptions and not individual resumes
- Team agrees with the position but has reservations about the individual named as the SADV Investigator
- Proposal needs more detail concerning progress under former grants
  Current prosecutor progress reports are very good
- Very repetitive proposal
- Sustainability discussion is weak Are they eventually seeking to be 100% state funded in the normal budget process?
- The Objectives are OK but lack specificity
- Performance Indicators vague without measurable increase or decrease
- Timeline is not specific
EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30          Score: 20

Evaluation Team Comments:

- Appear to be asking for 100% of Prosecutor fringes
- Not asking for funding from Justice Assistance Council??
- Limited backup on the budget
- Accomplishments have an explicit statement that travel to Minnesota for a conference was STOP funded by current grant but the current grant cash requests did not fund the travel
- STOP grant should not be funding the SADV Investigator is at the Academy
- There is a statement that they will be asking for SADV Prosecutor funding to be in the next state budget cycle
STATE OF MAIN
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Prosecutorial District IV
DATE: July 7, 2018
EVALUATOR NAME: Bob Chicoria
EVALUATOR DEPARTMENT: DPS

**************************************************************
Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

**************************************************************

Individual Evaluator Comments:

Grant Renewal
Some portion of grant may satisfy Sexual Assault Set-aside
Now using GPS monitoring of high risk domestic violence defendants
Added language translators for non-English speaking individuals
Partnership with Family Violence Project & Immigrant Resource Center of Maine
Prosecutor half funded by state budget
State funding for the full funding for the prosecutor requested in next budget
Current STOP funding allowed for law enforcement training by the Immigrant Resource Center of Maine
Supplement not Supplant
Well written and organized
Documented need
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Prosecutorial District IV
DATE: 7/16/18
EVALUATOR NAME: Elise Johansen
EVALUATOR DEPARTMENT: Safe Voices

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Indirect Evaluator Comments:

Renewal

Kennebec & Somerset

+ Good Coll w/ Partners - Measure w/DV Court
+ Priority Areas

? - crim jas academy in august - how will he work & be in the academy? didn't this occur in last grant period?

Where is $109,120 calculated?

& what about when the invest. goes to the academy?

* sustainability
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Prosecutorial District IV
DATE: 7/16/18
EVALUATOR NAME: Marty McIntyre
EVALUATOR DEPARTMENT: SAPRS

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

109,120

No DUNS # expiration date
No proposed cost or match on proposal cover page
LENTHY discussion of priority areas - too long
PY = team went to Minneapolis on STOP?

No job descriptions
P.21 - no sexual assault prosecutions outside of DV?
Timeline just lists activities - say they'll do it in 4 year
Vague performance indicators - no real measurable objectives

Moving toward sustainability for SADV Prosecutor - no discussion of Investigator
Need more robust discussion of progress to date
Budget worksheet 1 - nothing in TC column
Used only 11% Prosecutor salary in full time benefits used for match?

Good match, but question

Not a sexual assault program
No consultation agreement w/local sexual assault service provider
# STATE OF MAINE
## INDIVIDUAL EVALUATION NOTES

**RFP #: 201805096**  
**RFP TITLE: STOP Violence Against Women Formula Grant Program**  
**BIDDER NAME: Administrative Office of the Courts**  
**Prosecutorial District**: N  
**DATE: July 17, 2018**  
**EVALUATOR NAME: Chief Jack Peck**  
**EVALUATOR DEPARTMENT: Farmington Police Dept.**

---

**Instructions:** The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

---

**Individual Evaluator Comments:**

<table>
<thead>
<tr>
<th>Maeghan Maloney - Peter Dunn</th>
<th>$1,109,120</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/2 SADV Prosecutor Somerset/Kennebec</td>
<td>25/35 match</td>
</tr>
<tr>
<td>SADV Investigator</td>
<td>pgs 36, 37</td>
</tr>
<tr>
<td>Renewal Federal purpose 123457911141516 State 1,2,3,4,5,6</td>
<td></td>
</tr>
<tr>
<td>18% of population 17% of DV assaults progress - sustainability objectives</td>
<td></td>
</tr>
<tr>
<td>Ally - David Spencer Det 5 Sarah Sher - MCRN B3: TP 8/18 ?? How did we come up with 10/11/12/00</td>
<td></td>
</tr>
<tr>
<td>16-17 highest percentage of DV offenders in BIP</td>
<td></td>
</tr>
<tr>
<td>Prosecutor - 1/2 vet court fringethru State of Me fringe ??</td>
<td></td>
</tr>
<tr>
<td>DV court conference in MN - June 2018 1RCW training in Augusta</td>
<td></td>
</tr>
<tr>
<td>100% of time for prosecutor ?? Academy</td>
<td></td>
</tr>
<tr>
<td>why pay 100% fringe = 50%</td>
<td></td>
</tr>
<tr>
<td>Match?? pgs 42 of 60 - Bolder plate - letters of support</td>
<td></td>
</tr>
<tr>
<td>How long? Full time? Four years</td>
<td></td>
</tr>
</tbody>
</table>

| # 128,030 Prosecution |
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Prosecutorial District IV
DATE: July 16, 2018
EVALUATOR NAME: Tracy Poulin
EVALUATOR DEPARTMENT:

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

10.1.19 to 9.30.19
* No SAM info
* Purpose 1=5, 7, 9, 11, 14 Priority 1-4
* Is DV Investigator fully certified for person? August 2018
* pg 6 Arabic/ Somali
* Chart, resume, (old?) 2018
pg 24 objectives okay, nothing references past work
pg 42 supplement statement

* pg 41 "matching funds of $31,832" what is this for
* pg 36 budget nothing under JAC - total not = to pg 35

letter of collaboration - couple of good support one - HCFA

pg 28 sustainability weakly discussed - as full support

pg 30-31 progress report - Court & TRC - what about

* 109120 federal
* $10,953 match, good

pg 31-33 timeline could use some specific details
* position is sworn - what is the intent of the description
* we shouldn’t pay while at MEJA
**STATE OF MAINE**

**INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096  
RFP TITLE: STOP Violence Against Women Formula Grant Program  
BIDDER NAME: Prosecutorial District IV  
DATE: 7/16/18  
EVALUATOR NAME: Sheriff Jeffrey Trafton  
EVALUATOR DEPARTMENT: Waldo County Sheriff’s Office

---

**Instructions:** The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

---

**Individual Evaluator Comments:**

1. **How long has this program been in existence?**
2. **Why did the DV investigator not go to the Academy last year?** I am surprised the investigator is not an academy certified officer. I am concerned the investigator has not been a patrol officer where he would have investigated domestic violence and sexual assaults. I believe this is a critical program in any county and should be staffed by a very experienced detective.
3. **Is it appropriate for the grant to pay for a person to attend the academy and who will be do the work of the investigator during the 18 weeks the academy is in session?**
4. **The program objectives are very aggressive. It talks about the DV Investigator handling 100% of the cases. Kennebec County has 13 police departments. I believe it would be very difficult for one detective to handle all of those cases.**
5. **What is the plan for the program to sustain itself for the long term?**
AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Bob Chicoria accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder’s company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder’s official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Signature

Date 7/11/2018
AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Elise Johansen accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Signature: ___________________________ Date: 7/16/2018
AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Marty McIntyre accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Signature: [Signature]
Date: 7-16-18
AGREEMENT AND DISCLOSURE STATEMENT

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Chief Jack Peck, accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Signature

Date

July 17, 2018
STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Tracy Poulin accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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[Signature]

[Date]

Rev. Sept. 2013
AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Sheriff Jeffrey Trafton accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Signature

Date

Rev. Sept. 2013
### Instructions:
Complete the Master Score Sheet below providing all of the requested information for each bidder that submitted a proposal in response to the RFP. This document is to be included in the Selection Package submitted to the Division of Procurement Services for review/approval.

**SCORESHEET FOR RFP# 201805096: STOP Violence Against Women – Law Enforcement Proposals**

<table>
<thead>
<tr>
<th>PROPOSAL SUBMITTED BY:</th>
<th>Lewiston Police Department</th>
<th>Penobscot Nation Department of Social Services</th>
<th>Cumberland County Sheriff’s Office</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>COST:</strong></td>
<td>Cost: $40,355</td>
<td>Cost: $46,107</td>
<td>Cost: $59,402</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EVALUATION ITEM</th>
<th>POINTS AVAIL.</th>
<th>Lewiston Police Department</th>
<th>Penobscot Nation Department of Social Services</th>
<th>Cumberland County Sheriff’s Office</th>
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</thead>
<tbody>
<tr>
<td>Section I: Organization Qualifications and Experience</td>
<td>25</td>
<td>25</td>
<td>20</td>
<td>25</td>
</tr>
<tr>
<td>Section II: Specification of Work to be Performed</td>
<td>45</td>
<td>45</td>
<td>35</td>
<td>45</td>
</tr>
<tr>
<td>Section III: Cost Proposal</td>
<td>30</td>
<td>30</td>
<td>23</td>
<td>30</td>
</tr>
<tr>
<td>Section IV: Maine Business and Economic Impact Consideration</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>100</td>
<td>100</td>
<td>88</td>
<td>100</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROPOSAL SUBMITTED BY:</th>
</tr>
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<td><strong>EVALUATION ITEM</strong></td>
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</tr>
<tr>
<td>Section IV: Maine Business and Economic Impact Consideration</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
</tr>
</tbody>
</table>
August 27, 2018

Sheriff Kevin Joyce  
Cumberland County Sheriff’s Office  
36 County Way  
Portland, ME 04101

SUBJECT: Notice of Conditional Contract Award under RFP #201805096, STOP Violence Against Women Formula Grant

Dear Sheriff Joyce:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- Lewiston Police Department
- Penobscot Nation Department of Social Services
- Cumberland County Sheriff’s Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

The bidders listed above received the evaluation team’s highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights.
relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

Upon receipt of a finalized award from the Federal government the Maine Department of Public Safety (DPS) will enter into the contracting phase of the awarding process. It is anticipated that DPS will produce contracts by October 1, 2018.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME  04333-0104
tracy.j.poulin@maine.gov
STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).
August 27, 2018

Chief Brian O’Malley
Lewiston Police Department
171 Park Street
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Award under RFP #201805096, STOP Violence Against Women Formula Grant

Dear Chief O’Malley:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- Lewiston Police Department
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- Cumberland County Sheriff’s Office
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- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
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- Family Violence Project
- Partners for Peace
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- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

The bidders listed above received the evaluation team’s highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights.
relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

Upon receipt of a finalized award from the Federal government the Maine Department of Public Safety (DPS) will enter into the contracting phase of the awarding process. It is anticipated that DPS will produce contracts by October 1, 2018.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME  04333-0104
tracy.j.poulin@maine.gov
STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).
August 27, 2018

Chief Kirk E. Francis
Penobscot nation
12 Wabanaki Way
Indian Island, ME 04468

SUBJECT: Notice of Conditional Contract Award under RFP #201805096, STOP Violence Against Women Formula Grant

Dear Chief Francis:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- Lewiston Police Department
- Penobscot Nation Department of Social Services
- Cumberland County Sheriff’s Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

The bidders listed above received the evaluation team’s highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights
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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 201805096  
**RFP TITLE:** STOP Violence Against Women Formula Grant  
**BIDDER:** Cumberland County Sheriff’s Office  
**DATE:** August 6, 2018

***************************************************************************************************************************

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team’s consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.

**DEPARTMENT NAME:** Department of Public Safety  
**NAME OF RFP COORDINATOR:** Tracy J. Poulin  
**NAMES OF EVALUATORS:** Chief Robert Moulton, Ryan Thornell, Francine Stark, Donna Strickler, Tracy Poulin, Robert Chicoria

***************************************************************************************************************************

**SUMMARY PAGE**

<table>
<thead>
<tr>
<th>Pass/Fail Criteria</th>
<th>Pass:</th>
<th>Fail:</th>
</tr>
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<tbody>
<tr>
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<table>
<thead>
<tr>
<th>Numerical Score:</th>
<th>Points Awarded:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section I. Organization Qualifications and Experience (Max: 25 Points)</td>
<td>25</td>
</tr>
<tr>
<td>Section II. Specification of Work to be Performed (Max: 45 Points)</td>
<td>45</td>
</tr>
<tr>
<td>Section III: Cost Proposal (Max: 30 Points)</td>
<td>30</td>
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<tr>
<td>Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)</td>
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</tr>
</tbody>
</table>

| TOTAL POINTS (Max: 100 Points) | 100 |
EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25       Score: 25

Evaluation Team Comments:

Great program

Very Well Done
EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45  Score: 45

Evaluation Team Comments:

Continuation program

Very good performance metrics

Good collaboration

Good timeline

Added additional Departments to program

Added Crystal Judson program for sworn officers involved in domestic violence was performed under the current grant but will not be continued under the 2018 grant
EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30  Score: 30

Evaluation Team Comments:

Continuation program

Approximately $1400 increase from last year
**STATE OF MAINE**
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 201805096  
**RFP TITLE:** STOP Violence Against Women Formula Grant  
**BIDDER:** Lewiston Police Department  
**DATE:** August 6, 2018

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team’s consensus evaluations, and this form is not meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.

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**NAME OF RFP COORDINATOR:** Tracy J. Poulin  
**NAMES OF EVALUATORS:** Chief Robert Moulton, Ryan Thornell, Francine Stark, Donna Strickler, Tracy Poulin, Robert Chicoria

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<td>Cost Proposal (Max: 30 Points)</td>
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<tr>
<td>Section IV:</td>
<td>Maine Business and Economic Impact Consideration (Max: NA Points)</td>
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</table>

**TOTAL POINTS** (Max: 100 Points) 100
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Lewiston Police Department
DATE: August 6, 2018

********************************************************************************
EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25          Score: 25

********************************************************************************

Evaluation Team Comments:

Benchmark program

Very experienced
EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45       Score: 45

Evaluation Team Comments:

Benchmark program

Continuation project

Sexual Assault set-aside not likely. No letter of support from a sexual assault agency
EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30  Score: 30

Evaluation Team Comments:

- Minor increase in funding request from last year
- Only paying for overtime
- Could be self funded
**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096  
**RFP TITLE:** STOP Violence Against Women Formula Grant  
**BIDDER:** Penobscot Nation Department of Social Services  
**DATE:** August 6, 2018

---

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**DEPARTMENT NAME:** Department of Public Safety  
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<td>✩</td>
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<td>✩</td>
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<tr>
<th>Points Awarded:</th>
</tr>
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**Numerical Score:**

| Section I. Organization Qualifications and Experience (Max: 25 Points) | 20 |
| Section II. Specification of Work to be Performed (Max: 45 Points)   | 35 |
| Section III: Cost Proposal (Max: 30 Points)                          | 23 |
| Section IV: Maine Business and Economic Impact Consideration (Max: NA Points) |     |

| TOTAL POINTS (Max: 100 Points) | 88 |
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Penobscot Nation Department of Social Services
DATE: August 6, 2018

EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25       Score: 20

Evaluation Team Comments:

First time applicant

Good start

Qualifications will be developed over time

Penobscot Nation has good qualifications overall
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

**RFP #: 201805096**
**RFP TITLE:** STOP Violence Against Women Formula Grant
**BIDDER:** Penobscot Nation Department of Social Services
**DATE:** August 6, 2018

--------------------------------------------------------------------------------------------------------

**EVALUATION OF SECTION II**
**Proposed Services**

<table>
<thead>
<tr>
<th>Total Points Available:</th>
<th>Score:</th>
</tr>
</thead>
<tbody>
<tr>
<td>45</td>
<td>35</td>
</tr>
</tbody>
</table>

--------------------------------------------------------------------------------------------------------

**Evaluation Team Comments:**

- Similar to other Domestic Violence programs under the STOP grant program
- Evidence based
- Effort needs a bit of work. A performance measurement plan is absent but the program still warrants support
- Good overall
- First time any of the tribes have applied for a Law Enforcement grant under the STOP Program
- Need some baseline numbers
- Some confusion on the organization that will be partnered with. Both the Maine Coalition to End Domestic Violence and the Maine Coalition Against Sexual Assault are mentioned in the Proposed Services section. The Penobscot Nation Department of Social Services is in fact involved with both agencies
- It is not clear how the DV/SA coordinator will split their time between DV and SA
- Underserved population, program should be funded as it is a valuable expansion of services
- Not clear if position is a new hire or will be filled from existing personnel

--------------------------------------------------------------------------------------------------------
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Penobscot Nation Department of Social Services
DATE: August 6, 2018

*****************************************************************************

EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30  Score: 23

*****************************************************************************

Evaluation Team Comments:

- No Match required
- Good overall for a first attempt
- Budget Narrative is clearer than the actual budget forms
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Cumberland County
DATE: July 25, 2018
EVALUATOR NAME: Bob Chicoria
EVALUATOR DEPARTMENT: Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

<table>
<thead>
<tr>
<th>Continuation of LE-07-17 grant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Slight increase in requested amount $59,402 vs $58,046 (+$1,356)</td>
</tr>
<tr>
<td>Budget straightforward</td>
</tr>
<tr>
<td>Good match - nearly 43% of total cost</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Well written, similar to last year’s proposal but with added tasks:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Survey of victims and law enforcement to ensure service delivery</td>
</tr>
<tr>
<td>• Creation of evaluation tools</td>
</tr>
<tr>
<td>• Added an additional participating law enforcement department</td>
</tr>
<tr>
<td>• High risk case review workshops</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Good recap of current grant project to date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Good timeline</td>
</tr>
<tr>
<td>Measurable goals</td>
</tr>
<tr>
<td>Letters of support included</td>
</tr>
<tr>
<td>Letters of collaboration included</td>
</tr>
<tr>
<td>Included supplement not supplant statement</td>
</tr>
</tbody>
</table>
**STATE OF MAINE**  
**INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096  
RFP TITLE: STOP Violence Against Women Formula Grant Program  
BIDDER NAME: Lewiston Police Dept  
DATE: July 25, 2018  
EVALUATOR NAME: Bob Chicoria  
EVALUATOR DEPARTMENT: Department of Public Safety

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<table>
<thead>
<tr>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuation of LE-06-17 grant</td>
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<tr>
<td>Slight increase in requested amount $40,365 vs $39,564 (+$791)</td>
</tr>
<tr>
<td>Budget straight forward</td>
</tr>
<tr>
<td>Very good match – very near 50% of total cost</td>
</tr>
<tr>
<td>Well written, but very similar to last year's proposal</td>
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**STATE OF MAINE**
**INDIVIDUAL EVALUATION NOTES**

**RFP #:** 201805096  
**RFP TITLE:** STOP Violence Against Women Formula Grant Program  
**BIDDER NAME:** Penobscot Nation  
**DATE:** July 25, 2018  
**EVALUATOR NAME:** Bob Chicoria  
**EVALUATOR DEPARTMENT:** Department of Public Safety

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<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>New grant request for DVSA part-time investigator</td>
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<tr>
<td>Budget straightforward</td>
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</tr>
<tr>
<td>Indirect costs included in budget with backup agreement</td>
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</tr>
<tr>
<td>No match required</td>
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</tr>
<tr>
<td>Single audit results included</td>
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</tr>
<tr>
<td>Well written</td>
<td></td>
</tr>
<tr>
<td>Good explanation of need</td>
<td></td>
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<tr>
<td>One-time project with Tribal government to assume costs after grant period</td>
<td></td>
</tr>
<tr>
<td>Okay timeline</td>
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<tr>
<td>Measurable goals</td>
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<tr>
<td>Letter of collaboration included</td>
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<tr>
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STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Cumberland County
DATE: 7/31/18
EVALUATOR NAME: Chief Robbie Moulton
EVALUATOR DEPARTMENT: Scarborough PD

************************************************************************************************************************

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************************************************************************************************************************

Individual Evaluator Comments:

ST: You
Good Note

Good Proposal

Very Good Collaborative Team Work

Progress Notes

Can Meet Population
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Lewiston Police Dept

DATE: 7/13/21
EVALUATOR NAME: Chief Robbie Moulton
EVALUATOR DEPARTMENT: Scarborough PD

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**********************************************************

Individual Evaluator Comments:

[Handwritten notes]

Determination Review Program
for female response team
Address needs of older and disabled victim

40,355 to continue BIT (continued)

Presenters of High School and other community college - etc.

Goal program
Aftercare budget
Sustain effort discussion
Early progress notes
Next steps Goals

[Handwritten notes]
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Penobscot Nation
DATE: 7/1/18
EVALUATOR NAME: Chief Robbie Moulton
EVALUATOR DEPARTMENT: Scarborough PD

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Individual Evaluator Comments:

[Handwritten notes on the page]
**STATE OF MAINE**
**INDIVIDUAL EVALUATION NOTES**

**RFP #:** 201805096  
**RFP TITLE:** STOP Violence Against Women Formula Grant Program  
**BIDDER NAME:** Cumberland County  
**DATE:** August 1, 2018  
**EVALUATOR NAME:** Tracy Poulin  
**EVALUATOR DEPARTMENT:** Public Safety

----------------------

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**Individual Evaluator Comments:**

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<thead>
<tr>
<th>10-1-18 to 9-30-19</th>
<th>Continuation project</th>
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<tbody>
<tr>
<td>Purpose 1,5,7,11,14</td>
<td>Priority 1,2,4</td>
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<td>p8 le-7 data provided p8 Crystal Jackson</td>
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Good row 35-42 pop

xpg25-how will CQ match be documented?  
pg 23 supplement statement  
workplan okay  
pg 11 sustainability - not really addressed  
Good data provided on progress p11-15  
Audit info good but way too much  
Good info on position and person

$59,402 federal  $44,574 match  
not culturally specific

lastly $58,046
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Lewiston Police Dept
DATE: 7.31.18
EVALUATOR NAME: Tracy Poulin
EVALUATOR DEPARTMENT: Public Safety

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Individual Evaluator Comments:

10.1.18 to 9.30.19 Continuation project included
Purpose 8.9 Priority 1, 2, 6
Paying OT for dedicated PRT work
1,000 somalia in Lewiston total Rep 316.140
1457 domestic calls CV17 w/75% arrested
Some statistics are getting old
Good goals and measurable objectives
PG 9 start like this one great to help increase
PFA understanding
PG 10 sustainability most of addressed
PG 11 would like to see specific #’s goals 2-4
Timeline okay
PG 15 Supplement (silent on supplant)
Budget is sound
Latter of support & collaboration
$40,355 federal $39,977 match
not culturally specific
$39,564 last year
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Penobscot Nation
DATE: August 1, 2018
EVALUATOR NAME: Tracy Poulin
EVALUATOR DEPARTMENT: Public Safety

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Individual Evaluator Comments:

Say yes to 3A
* 9/30/18 to 9/30/19 start 10/1/18 new project
* VCA not covered

Tribe DV JA Investigator 20 hrs per week
Purpose 2 Priority 3
PG 2 good supporting data
* Will the position be filled w/ a fully ME certified KE person? * Yes pg 33
Project objectives okay pg 7 collaboration included
Pg 9-10 sustainability addressed
Pg 15 actual travel expenses should not exceed state rates without prior approval
* Pg 19 should be removed - duplicates indirect on pg 18
Laptop seems very expensive
* Would need update indirect letter
Great info position/duties/qualifications
461/107 - incorrect on pg 32
* 45832 federal no match not required
Culturally specific yes
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Cumberland County
DATE: 7/25/18
EVALUATOR NAME: Francine Stark
EVALUATOR DEPARTMENT: MCEDV

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

This is an excellent continuation proposal. It covers all the required elements, including helpful data from the current grant. The outcome measures are clear and achievable.
The integration of multiple departments and evidence of valued and effective effort make this a particularly strong proposal.
The budget is clear and well supported by the narrative.

I give this proposal full marks in all categories and think it should be fully funded.
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Lewiston Police Dept
DATE: 7/25/18
EVALUATOR NAME: Francine Stark
EVALUATOR DEPARTMENT: MCEDV

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

This is a well articulated proposal. It clearly describing the goals, objectives, and activities.
Appropriate partners are included and have provided letters and documentation of support.
The budget narrative and forms are straight forward and connect with the project goals.
The project is reflective of current understanding of proactive, best practice law enforcement work in response to domestic violence and appropriately includes attention to the importance of engaging the Immigrant Resource Center of Maine to inform the project regarding culturally specific considerations.

I would give full points to all components of the proposal.
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Penobscot Nation
DATE: 7/25/18
EVALUATOR NAME: Francine Stark
EVALUATOR DEPARTMENT: MCEDV

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

This is a very good proposal from the Penobscot Nation. It would add specialized law enforcement to the growing coordinated community response efforts of the Penobscot Nation, as outlined in the proposal. The activities outlined for the DV and SA Investigator reflect activities typical of such investigators in other departments and communities. The proposal frames the investigator in the coordinated community response, first describing the Advocacy Center as the lead in the Penobscot Nation’s efforts to address domestic violence and sexual assault in the Nation – excellent.

It would be helpful to have some baseline numbers to support the measures that are indicated.

It seems like there are some errors in which the Maine Coalition to End Domestic Violence and the Maine Commission on Domestic and Sexual Abuse are used interchangeably. It is not a substantive error; however it is a bit confusing and should be corrected in the contract if the proposal is funded.

It is not clear how much of the investigator’s time will be dedicated to sexual assault rather than domestic violence. However, the proposal indicates connections with the appropriate community multi-disciplinary groups and coalitions relevant to both service strands.

I think this proposal should receive high marks and be fully funded.
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Cumberland County
DATE: 7/25/18
EVALUATOR NAME: Donna Strickler
EVALUATOR DEPARTMENT: Silent No More

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

This program appears to continue to work in an effective way in the community based on the information in the proposal. I felt like the budget was clear and reasonable and that the appropriate information was provided.
Individual Evaluator Comments:

I felt that this was a well written proposal and there are many merits to the program outlined. I think the only thing I would wonder about it is sustainability if they were not able to get a grant in the future, however I also understand the challenges. However, I do not see how this meaningfully addresses Sexual Assault as indicated.
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Penobscot Nation
DATE: 7/25/18
EVALUATOR NAME: Donna Strickler
EVALUATOR DEPARTMENT: Silent No More

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

As this appears to be their first attempt at this project/program, I felt like it mostly had the information needed, however it would have been useful to have a baseline to begin with in order to access progress and outcomes.
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Cumberland County
DATE: 8/2/18
EVALUATOR NAME: Ryan Thornell
EVALUATOR DEPARTMENT: Dept of Corrections

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

- [Handwritten text]
- Collaboration
- Effective Verbal Skills
- Good Performance Measures & Data Reporting System
- Impact Now Program - Seeking Expansion
- Current Goals Met.
**STATE OF MAINE**  
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096  
RFP TITLE: STOP Violence Against Women Formula Grant Program  
BIDDER NAME: Lewiston Police Dept  
DATE: 8/2/18  
EVALUATOR NAME: Ryan Thornell  
EVALUATOR DEPARTMENT: Dept of Corrections

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**Instructions:** The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

-----------------------------------------------------------------------------------------------

**Individual Evaluator Comments:**

| & $80,332 (≈$99,977 m.k.n.) |
| Funding for Protective Response Team (2 Officers) + DVC |
| Goal of 350 Victim Follow-ups in 12 m. |
| D.V. Database |
| D.V. Presentations / Trainings |
| Specific Goal for Immigrant Population |
| Support PFA Process |

+ Coord. Response  
+ Victim Services  
+ Expanding Target Group (High Need Areas)

- Can be self-funded  
+ Collaboration

- Performed Measures were Weak → Lack of Strong Data / Report Plan

-----------------------------------------------------------------------------------------------


STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Penobscot Nation
DATE: 8/2/18
EVALUATOR NAME: Ryan Thornell
EVALUATOR DEPARTMENT: Dept of Corrections

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************************************************************************************************************

Individual Evaluator Comments:

- Develop, enhance, main P.D.’s response to DV, SA, etc.
- PT Investigation - Main Com. Area 83
- Good data available
- Specify an evidence-based approach to responses
- Victim-centered policy development
- No match required
- New position

(+) Target’s Main’s goals
(-) No perf measurement plan
AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Bob Chicoria accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder’s company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder’s official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Signature: [Signature]
Date: 7/11/2018
STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Chief Robbie Moulton accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder’s company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder’s official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Signature: ___________________________ Date: 8/6/18

Rev. Sept. 2013
AGREEMENT AND DISCLOSURE STATEMENT

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Tracy Poulin accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder’s company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder’s official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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[Signature]
[Date]
STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Francine Stark accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. “Interest” may include, but is not limited to: current or former ownership in the bidder’s company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder’s official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Signature
Francine Stark

Date
2/25/18

Rev. Sept. 2013
I, Donna Strickler accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. “Interest” may include, but is not limited to: current or former ownership in the bidder’s company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder’s official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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______________________________  8-1-18
Signature Date

Rev. Sept. 2013
STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Ryan Thornell accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Signature ___________________________ Date 8/3/2018

Rev. Sept. 2013
# State of Maine
## RFP / Proposal Master Score Sheet

**Instructions:** Complete the Master Score Sheet below providing all of the requested information for each bidder that submitted a proposal in response to the RFP. This document is to be included in the Selection Package submitted to the Division of Procurement Services for review/approval.

### SCORESHEET FOR RFP# 201805096: STOP Violence Against Women – Victim Services Proposals

<table>
<thead>
<tr>
<th>PROPOSAL SUBMITTED BY:</th>
<th>SARSSM Hotline</th>
<th>Caring Unlimited</th>
<th>Family Violence Project</th>
<th>Partners for Peace</th>
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</thead>
<tbody>
<tr>
<td><strong>COST:</strong></td>
<td>Cost: $94,990/23,074</td>
<td>Cost: $50,280</td>
<td>Cost: $54,895</td>
<td>Cost: $32,216</td>
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<th>POINTS AVAIL.</th>
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<td>Section I: Organization Qualifications and Experience</td>
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<tr>
<td>Section II: Specification of Work to be Performed</td>
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<td>Section III: Cost Proposal</td>
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<tr>
<td>Section IV: Maine Business and Economic Impact Consideration</td>
<td>NA</td>
<td></td>
<td></td>
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<tr>
<td><strong>TOTAL</strong></td>
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<td>96</td>
<td>99</td>
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<table>
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<tr>
<th>PROPOSAL SUBMITTED BY:</th>
<th>SASSMM SART Advocate</th>
<th>Through These Doors</th>
<th>Safe Voices</th>
<th>SAPRS</th>
</tr>
</thead>
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<tr>
<td><strong>COST:</strong></td>
<td>Cost: $44,515</td>
<td>Cost: $45,877</td>
<td>Cost: $40,000</td>
<td>Cost: $29,307</td>
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**State of Maine**  
**RFP / Proposal Master Score Sheet**

**Instructions:** Complete the Master Score Sheet below providing all of the requested information for each bidder that submitted a proposal in response to the RFP. This document is to be included in the Selection Package submitted to the Division of Procurement Services for review/approval.

<table>
<thead>
<tr>
<th>PROPOSAL SUBMITTED BY:</th>
<th>Pine Tree Legal</th>
<th>Coastal Healthcare Alliance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>COST:</strong></td>
<td>Cost: $100,201</td>
<td>Cost: $29,220</td>
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<tr>
<td><strong>EVALUATION ITEM</strong></td>
<td><strong>POINTS AVAIL.</strong></td>
<td><strong>AVAIL.</strong></td>
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</tr>
<tr>
<td>Section IV: Maine Business and Economic Impact Consideration</td>
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<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>100</td>
<td>96</td>
</tr>
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**PROPOSAL SUBMITTED BY:**

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<tr>
<td><strong>TOTAL</strong></td>
<td>100</td>
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</table>
August 27, 2018

Susan Giambalvo
Caring Unlimited Corp.
PO Box 590
Sanford, ME 04073

SUBJECT: Notice of Conditional Contract Award under RFP #201805096, STOP Violence Against Women Formula Grant

Dear Ms. Giambalvo:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- Lewiston Police Department
- Penobscot Nation Department of Social Services
- Cumberland County Sheriff’s Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

The bidders listed above received the evaluation team’s highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights.
relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

Upon receipt of a finalized award from the Federal government the Maine Department of Public Safety (DPS) will enter into the contracting phase of the awarding process. It is anticipated that DPS will produce contracts by October 1, 2018.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov
STATEMENT OF APPEAL RIGHTS

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August 27, 2018

Kim Spectre
Coastal Healthcare Alliance
PO Box 287
Belfast, ME 04915

SUBJECT: Notice of Conditional Contract Award under RFP #201805096, STOP Violence Against Women Formula Grant

Dear Ms. Spectre:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Thank you for your interest in doing business with the State of Maine.

Sincerely,

Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov
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August 27, 2018

Melody Fitch
Family Violence Project
PO Box 304
Augusta, ME 04332-0304

SUBJECT: Notice of Conditional Contract Award under RFP #201805096, STOP Violence Against Women Formula Grant

Dear Ms. Fitch:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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August 27, 2018

Amanda Cost
Partners for Peace
PO Box 653
Bangor, ME 04402

SUBJECT: Notice of Conditional Contract Award under RFP #201805096, STOP Violence Against Women Formula Grant

Dear Ms. Cost:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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August 27, 2018

Elise Johansen
Safe Voices
PO Box 713
Auburn, ME 04212

SUBJECT: Notice ofConditionalContract Award under RFP #201805096,
STOP Violence Against WomenFormula Grant

Dear Ms. Johansen:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine
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[Signature]

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tracy.j.poulin@maine.gov
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August 27, 2018

Marty McIntyre  
Sexual Assault Prevention and Response Services  
PO Box 6  
Auburn, ME 04212-0006

SUBJECT: Notice of Conditional Contract Award under RFP #201805096, STOP Violence Against Women Formula Grant

Dear Ms. McIntyre:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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August 27, 2018

Arian Clements
Sexual Assault Support Services of Midcoast Maine
PO Box 990
Brunswick, ME 04011

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
STOP Violence Against Women Formula Grant

Dear Ms. Clements:

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August 27, 2018

Rebecca Hobbs
Through These Doors
PO Box 704
Portland, ME 04104

SUBJECT: Notice of Conditional Contract Award under RFP #201805096, STOP Violence Against Women Formula Grant

Dear Ms. Hobbs:

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**STATE OF MAINE**
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 201805096  
**RFP TITLE:** STOP Violence Against Women Formula Grant  
**BIDDER:** Caring Unlimited  
**DATE:** August 13, 2018

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**DEPARTMENT NAME:** Department of Public Safety  
**NAME OF RFP COORDINATOR:** Tracy J. Poulin  
**NAMES OF EVALUATORS:** James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

---

### SUMMARY PAGE

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**Numerical Score:**

| Section I. Organization Qualifications and Experience (Max: 25 Points) | 25 |
| Section II. Specification of Work to be Performed (Max: 45 Points) | 44 |
| Section III: Cost Proposal (Max: 30 Points) | 30 |
| Section IV: Maine Business and Economic Impact Consideration (Max: NA Points) | |

**TOTAL POINTS (Max: 100 Points) | 99**
EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25  Score: 25

Evaluation Team Comments:

Caring Unlimited is highly qualified to do this work.
EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45           Score: 44

Evaluation Team Comments:

Legal assistance for victims in York County
Continuation grant
Funds four partial positions.

Good data
Clear statement of need
Project description is simple and clear, includes helpful demographics of those served.
Outcomes and measures are appropriate.

Sustainability plan emphasizes the importance and expectation of continued STOP funds and VAWA grants.
Letters of support from judges, magistrates and DA showing support of those in the system.

Straightforward proposal seeking continuation of a longstanding successful program.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Caring Unlimited
DATE: August 13, 2018

********************************************************************************

EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30   Score: 30

********************************************************************************

Evaluation Team Comments:

Budget is clear, well done.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Family Violence Project
DATE: August 13, 2018

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NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

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Points Awarded:

Numerical Score:

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<td>IV</td>
<td>Maine Business and Economic Impact Consideration</td>
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TOTAL POINTS (Max: 100 Points) 100
EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25  Score: 25

Evaluation Team Comments:

Family Violence is highly qualified to carry out the requirements of this project, and the person doing the work is well qualified.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Family Violence Project
DATE: August 13, 2018

------------------------------------------------------------------------------------------------

EVALUATION OF SECTION II
Proposed Services

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Evaluation Team Comments:

- Community-based advocate working with homeless providers, Maine General Medical Center ER/OB.
- Outreach to two homeless shelters, youth permanent supportive housing, and Maine General
- Good history of collaboration
- Good data regarding need in homeless shelter and youth populations
- Good timeline
- Clear description of program
- Project objectives include clear performance indicators and baseline data
- Impact/Outcomes- survey instrument from FVPSA is appropriate for this program
- Re sustainability, exploration of alternative funding is noted
- Documented progress to date.
- Good audit reports
- Good MOU with hospital and shelter, and letter of support
Evaluation Team Comments:

Budget is well done. Expenses are appropriate and connected to program objectives. Addresses non-supplantation.
**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 201805096  
**RFP TITLE:** STOP Violence Against Women Formula Grant  
**BIDDER:** Partners for Peace  
**DATE:** August 13, 2018

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**NAME OF RFP COORDINATOR:** Tracy J. Poulin  
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**TOTAL POINTS** (Max: 100 Points) 98

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Rev. March 5, 2018
EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25  Score: 25

Evaluation Team Comments:

Partners for Peace has excellent qualifications to carry out this program.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Partners for Peace
DATE: August 13, 2018

EVALUATION OF SECTION II
Proposed Services

| Total Points Available: 45 | Score: 43 |

Evaluation Team Comments:

- New program
- Police Department based advocate.
- Clear delineation of the 75%/25% split of advocate’s time between BPD and PFP.
- Clear lines of communication and collaboration among partners.
- Objectives are okay but could be more specific in time follow-up.
- Some details to be worked out, but essential framework of the project and intended outcomes are clear.
- Good letters of support from RRS and Bangor PD
- Sustainability excellent. Proposal has the endorsement of the City of Bangor with funding transitioning to the city over time.
EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30       Score: 30

Evaluation Team Comments:

Budget is fine.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Pine Tree Legal
DATE: August 13, 2018

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team’s consensus evaluations, and this form is not meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

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STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Pine Tree Legal
DATE: August 13, 2018

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EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25  Score: 25

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Evaluation Team Comments:

Exceptionally well qualified.

---------------------------------------------------------------------------------------------------------------

Rev. March 5, 2018
EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45  Score: 43

Evaluation Team Comments:

Provides funding for paralegal to support staff attorneys.

The need for civil legal services is clear.
The reduction in United Way funding in Cumberland County is clearly described. Full time paralegal had been funded by United Way.

Appropriate outcomes and measures.
Sustainability plan is adequate.
Victim Service agreements attached.

Consultations good
EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30    Score: 28

Evaluation Team Comments:

- Mileage is rounded and not divisible by .44
- Excellent match.
- Position is expensive, apparently due to benefits.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Safe Voices
DATE: August 13, 2018

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is not meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.

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NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

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Numerical Score:

| Section I. Organization Qualifications and Experience (Max: 25 Points) | 25 |
| Section II. Specification of Work to be Performed (Max: 45 Points)    | 44 |
| Section III: Cost Proposal (Max: 30 Points)                           | 29 |
| Section IV: Maine Business and Economic Impact Consideration (Max: NA Points) |   |

TOTAL POINTS (Max: 100 Points) 98
EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25          Score: 25

Evaluation Team Comments:

Safe Voices is very well qualified to do this work.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Safe Voices
DATE: August 13, 2018

******************************************************************************
EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45       Score: 44
******************************************************************************

Evaluation Team Comments:

This proposal seeks funding for an outreach advocate to expand the reach and scope of work currently performed.

They provide a clear statement of the need, specific to the rural county to be served.

The project includes specific strategies to decrease rural isolation by initiating contact with victims of DV, increasing system coordination, and increasing risk management within the criminal justice system, all of which are in keeping with national and state best practices.

Objectives are clear and measures are appropriate.

Outcomes are clear.

Sustainability plan is extensive and detailed.

Progress to date is excellent.

Position description and resumes are good.

Information sharing agreements all good.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Safe Voices
DATE: August 13, 2018

******************************************************************************

EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30        Score: 29

******************************************************************************

Evaluation Team Comments:

Financial statements are good.
Match is provided, although not required.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SAPRS
DATE: August 13, 2018

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team’s consensus evaluations, and this form is not meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.

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NAMES OF EVALUATORS: James Giessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

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**Numerical Score:**

| Section I. Organization Qualifications and Experience (Max: 25 Points) | 25 |
| Section II. Specification of Work to be Performed (Max: 45 Points) | 45 |
| Section III: Cost Proposal (Max: 30 Points) | 29 |
| Section IV: Maine Business and Economic Impact Consideration (Max: NA Points) |
| TOTAL POINTS (Max: 100 Points) | 99 |
EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25  Score: 25

Evaluation Team Comments:

Organization is very well qualified.
EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45  Score: 45

Evaluation Team Comments:

New project to fund sex trafficking and exploitation advocate.

Provides a clear statement of the need for the position.
Describes how this proposal fits with other initiatives focused on sex trafficking in the region and state.
Performance data is outlined.
Appropriate measures and mechanisms to collect data are specified.
Sustainability plan provided.

Position description and resume are well done.

Very good letters of support.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SAPRS
DATE: August 13, 2018

***************************************************************************************************************************
EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30  Score: 29

***************************************************************************************************************************

Evaluation Team Comments:

Budget well done, with just minor adjustments needed.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM Hotline
DATE: August 13, 2018

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team’s consensus evaluations, and this form is not meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.

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TOTAL POINTS (Max: 100 Points) 96
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM Hotline
DATE: August 13, 2018

EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25  Score: 25

Evaluation Team Comments:

Both SARSSM and MECASA are highly qualified to carry out this program.
EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45  Score: 41

Evaluation Team Comments:

Project to continue funding two, 40 hour per week direct services advocate positions, who respond to the statewide sexual assault crisis and support line calls during normal business hours, as well as expand the crisis and support line service to text and online chat platforms.

Provided clear description of the need. Excellent use of national technical assistance.

Excellent letters of support.

Chart in the objectives section is confusing. The Y axis is labeled number of clients served, but the color code indicates number of contacts.

There is no mention of referrals or protocols when the call or chat would appropriately be referred to another service, such as a domestic violence resource center hotline.

The proposal is well-supported by assessments and the data to date.
EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30  Score: 30

Evaluation Team Comments:

Budget is clear and straightforward, with minor errors.
Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team’s consensus evaluations, and this form is not meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.

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TOTAL POINTS (Max: 100 Points) 98
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM SART Advocate
DATE: August 13, 2018

***************************************************************************************************************************
EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25     Score: 25

Evaluation Team Comments:
Well qualified to do this work
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM SART Advocate
DATE: August 13, 2018

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EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45  Score: 43

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Evaluation Team Comments:

Continuation grant
Provides a SART advocate for Knox and Waldo Counties

Audit not provided, but available upon request.

The number of hours of service provision to clients, along with hours of meetings and program coordination, account for the time of the FTE.
Program description appropriately notes the anticipated increase in need for SART given concurrent expansion of rural outreach and legal services.
Sustainability section nearly verbatim that of another grant.
Program objectives are clear.
Outcome measures are appropriate and reflect close coordination with MECASA.
Resume and position description are good

Collaboration document submitted, and support letters provided by communities involved.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM SART Advocate
DATE: August 13, 2018

***************************************************************************************************************************
EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30    Score: 30

***************************************************************************************************************************

Evaluation Team Comments:

Budget is in order.
**STATE OF MAINE**
**TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096  
RFP TITLE: STOP Violence Against Women Formula Grant  
BIDDER: Through These Doors  
DATE: August 13, 2018

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team’s consensus evaluations, and this form is not meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.

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NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

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STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Through These Doors
DATE: August 13, 2018

********************************************************************************
EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25  Score: 25

********************************************************************************

Evaluation Team Comments:

Through These Doors is highly qualified for the work of this project. Maine’s Women’s Correctional Center and Re-entry Center are both in their catchment area.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Through These Doors
DATE: August 13, 2018

******************************************************************************

EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45  Score: 42

******************************************************************************

Evaluation Team Comments:

Goal is to enhance the safety of women who have both experienced victimization and have been incarcerated for criminal activity. Funds an incarcerated women’s advocate

Excellent needs assessment data supporting the need for this work.
The incorporation of survivors’ voices in the project description is helpful.
Objectives are clear, extensive and include baseline numbers.
Very good sustainability plan. Complementary funding has been sought and awarded
Progress to date is good.
MOU and letter of support included

Good position description and resume.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Through These Doors
DATE: August 13, 2018

***************************************************************************************************************************

EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30            Score: 30

***************************************************************************************************************************

Evaluation Team Comments:

Budget is sound.

Rev. March 5, 2018
**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096  
RFP TITLE: STOP Violence Against Women Formula Grant  
BIDDER: Coastal Healthcare Alliance  
DATE: August 13, 2018

------------------------------------------------------------------------------------------------------

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NAME OF RFP COORDINATOR: Tracy J. Poulin  
NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

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| TOTAL POINTS (Max: 100 Points) | 98 |
EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25    Score: 25

Evaluation Team Comments:

This alliance of health care providers is qualified and appropriate for this program.
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Coastal Healthcare Alliance
DATE: August 13, 2018

*************************************************************************
EVALUATION OF SECTION II
Proposed Services

| Total Points Available: 45 | Score: 44 |
*************************************************************************

Evaluation Team Comments:

SANE Training Program

- Provides partial funding for project coordinator, and funding for trainees.
- Need for the program is clear.
- The need to meet the demand for SANE services is clear.
- The collaborative approach for three relatively small facilities works well.
- Outcome measures are appropriate.
- Sustainability plan is extensive, and describes ongoing efforts.

- Position description and resume are good.
- Collaboration agreements and letters are included.
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Coastal Healthcare Alliance
DATE: August 13, 2018

***************************************************************************************************************************
EVALUATION OF SECTION III
Cost Proposal
Price: Comparison with Lowest Bid

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Evaluation Team Comments:

Budget is detailed and clear.

Rev. March 5, 2018
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Caring Unlimited
DATE: 8/10/18
EVALUATOR NAME: James Glessner
EVALUATOR DEPARTMENT: Administrative Office of the Courts

***************************************************

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

***************************************************

Individual Evaluator Comments:

[Handwritten notes]

1. Categorical Grant - Current enrollment met or exceeded 10/1/12
2. Letters of support - 2 judges, 1 magistrate
3. [Handwritten notes]
4. [Handwritten notes]
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Waldo Hospital/Costal Health Alliance
DATE: 8/10/18
EVALUATOR NAME: James Glessner
EVALUATOR DEPARTMENT: Administrative Office of the Courts

**********************************************************************************************************************************************

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

**********************************************************************************************************************************************

Individual Evaluator Comments:

... (Handwritten notes) ...
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Family Violence Project
DATE: 8/10/18
EVALUATOR NAME: James Glessner
EVALUATOR DEPARTMENT: Administrative Office of the Courts

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

************************************************************************************************************************

Individual Evaluator Comments:

Community based advocacy- networking + training: $19,875
Not clearly written - task page 12 requires clarification
“referral linkage” used with funds, mission access: provide advocacy. How does that translate?
Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

[Handwritten notes transcribed]

- No clear description
- Need to clarify and advocate with state policy
- Two letters of support including: Zhang R, 325 E - 75% of education
- Missing Round Run + Women First
Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Safe Voices
DATE: 8/10/18
EVALUATOR NAME: James Glessner
EVALUATOR DEPARTMENT: Administrative Office of the Courts

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

- An off site location
- Letters of support and help planning equipment
- As to the Court, I think this could be a good fit for this project to be formalized
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: SARASOM Home
DATE: 8/10/18
EVALUATOR NAME: James Glessner
EVALUATOR DEPARTMENT: Administrative Office of the Courts

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

50% of salary of advocate
4/28/18
Excellent letter of support

Objectives - page 4

Clear, concise - well written
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: SAPRS
DATE: 8/10/18
EVALUATOR NAME: James Glessner
EVALUATOR DEPARTMENT: Administrative Office of the Courts

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Submitted on behalf of the Coalition, managed by SAPRS.

No plans noted to submit anything of financial viability?

Budget requests (Personnel Services) off by so or cost爨表from page 10. Are requesting continued funding to collect and analyze 1 year of data. It is tweakable in year 5? Will it work?

Like the concept last year.

Projected data is limited as it has been in state since a few months.

$93,553 - two direct service advocates
Knox/Waldo  
144-515  
Submass appropriate letter of support

1.7 summary: Is that what Agency will do, or is that the overall organization? Advanced

Suggest to date - Review new data
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Through These Doors
DATE: 8/10/18
EVALUATOR NAME: James Glessner
EVALUATOR DEPARTMENT: Administrative Office of the Courts

******************************************************************************
Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.
******************************************************************************

Individual Evaluator Comments:

Encouraged women
One awarded $44,468

Ongoing - requests to date 10/16/17, 18

need with DOC
**Instructions:** The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

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**Individual Evaluator Comments:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.1.18</td>
<td></td>
<td>9:30:19</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Continuation</td>
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<tr>
<td>Lunch 4 partial positions</td>
<td></td>
<td></td>
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<tr>
<td>Very well qualified and on organization</td>
<td></td>
<td></td>
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<tr>
<td>Pg 7 good data - hard on pg 11-12</td>
<td></td>
<td></td>
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<tr>
<td>Pg 1 possible discretion pg 16</td>
<td></td>
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<tr>
<td>Fed 5 State 2</td>
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<tr>
<td>Budget sound + #1 for rounding</td>
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<tr>
<td>Pg 17 supplement</td>
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<td></td>
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<tr>
<td>Good position descriptions</td>
<td></td>
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<tr>
<td>Well qualified people in positions</td>
<td></td>
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<tr>
<td>Good financial statements</td>
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<tr>
<td>Good letters of support</td>
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<tr>
<td>Board list provided</td>
<td></td>
<td></td>
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<tr>
<td>501(c)3 provided</td>
<td></td>
<td></td>
</tr>
<tr>
<td>$50,200 no match needed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>No to culturally specific</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: W Coastal Healthcare Alliance
DATE: 8.11.18
EVALUATOR NAME: Tracy J. Paulin
EVALUATOR DEPARTMENT: Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

SA-yes

10.1.18 9.30.19 continuation out of Fed 8.5 State 4.2

well thought out plan and making incremental progress
objectives good w/ baseline info
pg 10 sustainability - good info.
workplan good
pg 22 supplement
budget is sound
position description and resume good
collaboration agreements
mou & letter of support (DHHS)
$29,220 federal $16,374 state
culturally specific

5A - yes
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Family Violence Project
DATE: 8-17-18
EVALUATOR NAME: Tracy J. Poulin
EVALUATOR DEPARTMENT: Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

SA - no

10-1-18  9-30-19

Fed 5-11
State 2

501(c)3 provided
Board list provided

Org chart provided
Qualifed org
good timeline

Pg 7-8 previous data & future goals

Pg 9

Budget is sound
Pg 2 sustainability and supplement
Good position description
Good audit report
Good MOU & SA letter of support
$54,895

Not culturally specific
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Partners for Peace
DATE: 8-17-18
EVALUATOR NAME: Tracy J. Paulin
EVALUATOR DEPARTMENT: Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

10.1.18 9:30 AM New project
11.1.18 state 1
30.1.19 included
board list included
15% police-based position
well qualified organization

Stay objectives - wished more specifics ie: time followup
Page 19 sustainability - 3 yrs to self-sustain
Good support letters BRS, Bangor PD
Page 30 supplement.
Good position description
Auditory reports all good except TANF from
BHAI - unclear
$32,216 fed no match needed
Culturally specific no
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Pine Tree Legal
DATE: 8/11/18
EVALUATOR NAME: Tracy J. Poulin
EVALUATOR DEPARTMENT: Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

3A - yes

1.1.19 12.31.19
Purpose 5 State 1
501(c)3 included
Board list included
fulltime paralegal - had been United Way

* where is supplement statement?
position description & resume provided
consultations good
* budget mostly sound service pg54
* mileage not $ .44
$100,201 federal $285,892 match

culturally specific no
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Safe Voices
DATE: 8/14/18
EVALUATOR NAME: Tracy J. Poulin
EVALUATOR DEPARTMENT: Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

5A - no

10/1/18 9:30:19 one time project pg 9

Is a “charitable organization” the same as 501(c)(3)?

Board list provided

Purpose 5.11 State 1,2,3

Work plan good

Pg 14-17 current progress

Pg 13 sustainability

Pg 22 looks like this reflects 10% of BIP for 12 months not 24 months
Pg 28 supplement 14 pg 13

Good personal letter of support

Info sharing agreements all good

Position description & resumes good

Financial statements good - corrected payroll issue

$40,000 fed

Culturally specific no
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: SAPRS
DATE: 8.11.18
EVALUATOR NAME: Tracy J. Poulin
EVALUATOR DEPARTMENT: Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

5A - yes

10.1.18 9:30:19 New project
501(c)3 included
Board list included
Purpose 5.7.14,15 State 1.2.14
Very well qualified organization

pg 11 supplement
pg 7-8 good objectives
pg 9 sustainability

*pg 11 1130 x 20.82 = $23,521.60 not $23,507
*Budget health 60 25% mileage not .44 rounding
Very good personal letters of support
Position description and resume good
All financial reports good
$29,307 federal no match required

Culturally specific no
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: SARSSM Hotline
DATE: August 16, 2018
EVALUATOR NAME: Tracy J. Poulin
EVALUATOR DEPARTMENT: Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

10-1-18 to 9-30-19 (Continuation)

Purpose 11
Priority 2
pg 14 sustainability sort of addressed

pg 19 supplement
nothing new on the timeline - not expected with cont.
provided previous data
goal okay
good letters of support
501(c)3 included

good resumes, position description looks good
budget pg 20 equipment off sq 93.75
$94,970 (saop $94,990) no match needed
not culturally specific
$23,074 (loptr) ending 9-30-18 (92,296 full)
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: SARTSM SART Advocate
DATE: 8/1/18
EVALUATOR NAME: Tracy J. Poulin
EVALUATOR DEPARTMENT: Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

9.10.18 9.10.19 odd start date continuation

Where is 501(c)3 - can we accept dividend?

5.7.16 5.11.15 State 1, 2

5.6 services to be provided

Pg 9-12 goals

No audit provided but are available on request

Pg 12 sustainability - nothing specific

Pg 13-14 workplan okay but not very specific

Budget is sound

Pg 23 supplement

Collaboration signed

Support letters

Resume & position description good

Page 515 feel no match required

Culturally based no
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Through These Doors
DATE: 8.11.18
EVALUATOR NAME: Tracy J. Poulin
EVALUATOR DEPARTMENT: Public Safety

**********************************************************************************************

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Individual Evaluator Comments:

1.1.19 12.31.19

Purpose 2.11.14 State 1, 2, 4

Board List provided 100% of Local WA

* no 501(c)3 provided

pg 11-14 objectives good
pg 11-18 progress to date good
workplan okay
pg 29 sustainability & supplement & pg 22
good position description & resume
financial statements all good

MOU and letter of support included
budget is sound
$45,877 fed

no match required

culturally specific no
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Caring Unlimited
DATE: 8/12/18
EVALUATOR NAME: Heather Putnam
EVALUATOR DEPARTMENT: US Attorney’s Office

********************************************************************************

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********************************************************************************

Individual Evaluator Comments:

- Good statistical basis, robust descriptions
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Family Violence Project
DATE: 8/12/18
EVALUATOR NAME: Heather Putnam
EVALUATOR DEPARTMENT: US Attorney’s Office

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************************************************************************** **********************************************

Individual Evaluator Comments:

strong program for underserved population -

have educate in doing existing work meeting needs of underserved

innovative meeting clients where they are against they initiate
Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

innovative, & strategic, well research
will enhance in response

needs additional clarification on partners, may be a agency
will need to connect a liaison partner of prosecutorial venue - critical
for action to add them to system
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Pine Tree Legal
DATE: 8/12/18
EVALUATOR NAME: Heather Putnam
EVALUATOR DEPARTMENT: US Attorney’s Office

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************************************************************************************************************************

Individual Evaluator Comments:

- What is the right word for linking? Existing links for position or
- in place? Last minute? Where?

- Freelgal position is critical - huge part of the team
- vital resource
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Safe Voices
DATE: 8/12/18
EVALUATOR NAME: Heather Putnam
EVALUATOR DEPARTMENT: US Attorney's Office

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: SAPRS
DATE: 8/12/18
EVALUATOR NAME: Heather Putnam
EVALUATOR DEPARTMENT: US Attorney’s Office

**********************************************************************************************************************
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**********************************************************************************************************************

Individual Evaluator Comments:

- Strong partnership - excellent team
- Impressed with new self-help services
- Advocates using existing relationships - must hire in-house
- Improved position & services
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: SARSSM Hotline
DATE: 8/12/18
EVALUATOR NAME: Heather Putnam
EVALUATOR DEPARTMENT: US Attorney’s Office

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

- startup Jan 2017  Aug 2017 started - by statute, we separate
- new funding
- unsubscribe needed on client contract - lock data
-
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: SARSSM SART Advocate
DATE: 8/12/18
EVALUATOR NAME: Heather Putnam
EVALUATOR DEPARTMENT: U.S. Attorney’s Office

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************************************************************************************************************************

Individual Evaluator Comments:

[Handwritten comments]

very positive to see existing relationships with prosecution
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Through These Doors
DATE: 8/12/18
EVALUATOR NAME: Heather Putnam
EVALUATOR DEPARTMENT: US Attorney's Office

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Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

************************************************************************************************************************

Individual Evaluator Comments:

- Survivor/peer involvement
- Strong description of outcomes and impact
- More description needed for SaAM relationship, role & addressing SaM needs
  - Excellent to have the plan match client needs, client needs
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Coastal Healthcare Alliance
DATE: 8/12/18
EVALUATOR NAME: Heather Putnam
EVALUATOR DEPARTMENT: US Attorney's Office

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Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

************************************************************************************************************************

Individual Evaluator Comments:

[Handwritten text]

Strengths include medical practice, training, and support.

Potential issues for additional training.

[Handwritten text]
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Individual Evaluator Comments:

**CU Legal Assistance for Victims in York County, continuation, $50,200**

Section I: Qualifications – Caring Unlimited is eminently qualified to do this work

Section II: Work to be performed

a) Clear statement of need
b) The project description is simple and clear; includes helpful demographics of people served
c) Outcomes and measures are appropriate
d) Measures are appropriate
e) Sustainability plan emphasizes the importance and expectation of continued STOP funds and VAWA grants
h) letters of support from several judges and others from justice system

Budget is clear.

This is a straightforward proposal, seeking continuation of a longstanding program. I support continued funding.
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Family Violence Project
DATE: 8/12/18
EVALUATOR NAME: Francine Stark
EVALUATOR DEPARTMENT: MCEDV

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

The Building Bridges Project, continuation, $54,895

Community-based advocate working with homeless providers, Maine General Medical Center ER/OB Outreach to 2 homeless shelters, youth permanent supportive housing, and Maine General

Organizational Qualifications and Experience: excellent, and the person doing the work well qualified

Specifications of Work to be Performed: summary a)
  • Good history of collaboration with MGMC
  • Good data regarding need in homeless shelter population (FVP sheltered 25% of requests)
  • Good data regarding need in youth population
  • Good collaborative relationships, including SACS and the SAFE program

b) Clear description of program
c) Project Objectives include clear performance indicators and baseline data
d) Impact/Outcomes: the survey instrument from FVPSA is appropriate for this program
e) Sustainability: appropriately, the initial program has provided additional understanding of the need and efficacy of the approach. Exploration of alternate funding is noted.
f) progress to date: 245 individuals reached, significant improvement in collaborations, fulfilling need identified by community partners

Budget: clear and straightforward. The expenses make sense and are connected to the program objectives…though there is no specific mention of the books in the project description, their purpose is easily inferred. Includes appropriate statement regarding non-supplantation.

Appropriate letter from SACS and comprehensive MOU with Maine General and the homeless shelters

This is an excellent proposal. I would recommend funding it.
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Partners for Peace
DATE: 8/12/18
EVALUATOR NAME: Francine Stark
EVALUATOR DEPARTMENT: MCEDV

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

| Police Department-based Advocate Project - $32,216 |
| Liaison among Bangor PD, Rape Response Svces, and PFP |
| Section I – Organization and experience: excellent |

Section II – Work to be Performed
a) Summary: clear description of program intent
b) Description: Clear – delineation of the 75%/25% split of advocate’s time between BPD and PFP is helpful and appropriate; clear lines of communication and collaboration among partners
c) Objectives: Performance outcomes are the FVPSA questions and appropriate to the program. Outcomes chart is a little bit confusing (see data collection column of Follow-up calls row). The integration of Rape Response Services in this partnership is impressive and important
d) Seems like there are details to be worked out as the project unfolds, but the essential framework of the project and intended outcomes are clear.
e) Sustainability: excellent! The proposal has endorsement from the City of Bangor and begins with the intent of 3 years of STOP funding, transitioning possibly to City funding subsequently

Great letters of support from BPD and RRS.

Budget: Clear and straightforward

This is an excellent proposal with clear objectives, appropriate partnerships, and great letters of support. I would recommend funding this proposal.
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Individual Evaluator Comments:

Civil Legal Aid Project, $100,201

Section I: Organization Qualifications – PTLA is eminently qualified to do this project

Section II: Work to be performed

a) Summary: The need for civil legal services is clear
b) Description: The reduction in United Way funds in Cumberland County is clearly described and its impact on critical services that this proposal seeks to sustain.
c) Clear objectives and numbers to be served
d) Appropriate outcomes and measures
e) Sustainability plan is adequate. PTLA clearly seeks funding aggressively to meet this need.
f) Victim service agreements attached
g/h) information provided adds to understanding of how this grant fits into the larger picture of PTLA

Budget is clear regarding personnel costs and match. The $500 for mileage does not specify rate per mile nor basis for the paralegal's travel. The cost for fringe benefits seems very high relative to the salary.

I think this is a good proposal, but the cost seems high.
STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096  
RFP TITLE: STOP Violence Against Women Formula Grant Program  
BIDDER NAME: Safe Voices  
DATE: 8/12/18  
EVALUATOR NAME: Francine Stark  
EVALUATOR DEPARTMENT: MCEDV

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

<table>
<thead>
<tr>
<th>Franklin County Victim Services Program, continuation, $40,000 (plus match)</th>
</tr>
</thead>
<tbody>
<tr>
<td>It looks like they attached their certification as a charitable organization in Maine rather than the IRS 501c3 letter</td>
</tr>
</tbody>
</table>

Section I: Organization Qualification – Safe Voices is imminently qualified to do this work

Section II: work to be performed

| a) Clear statement of need, specific to the rural county to be served |
| b) This project includes specific strategies to decrease rural isolation by initiating contact with victims of DV, increasing system coordination, and increasing risk management within the criminal justice system…all of which are in keeping with both state and national best practice |
| c) Objectives are clear and measures are appropriate |
| d) Outcomes are clear |
| e) Sustainability plan is extensive and detailed |
| f) n/a |
| g) progress to date is detailed and excellent, reflecting ongoing assessment and attention to areas not working as hoped, i.e., referrals from law enforcement in Goal 2, Obj. 2 |

Appropriate letters of support and MOU included.

Budget is clear and includes helpful – not required – match.

This is an excellent proposal. I recommend full funding.
Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

<table>
<thead>
<tr>
<th>Sex Trafficking and Exploitation Advocate, new, $29,307</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section I: Organization – eminently qualified</td>
</tr>
<tr>
<td>Section II: Work to be performed</td>
</tr>
<tr>
<td>a) Clear statement of need</td>
</tr>
<tr>
<td>b) Clear description of how this proposal fits within other initiatives focused on sex trafficking in the region and state</td>
</tr>
<tr>
<td>c) Realistic numbers and performance data outlined</td>
</tr>
<tr>
<td>d) Appropriate measures and mechanisms to collect data specified</td>
</tr>
<tr>
<td>e) Reasonable sustainability plan</td>
</tr>
<tr>
<td>f) n/a</td>
</tr>
<tr>
<td>g) n/a</td>
</tr>
<tr>
<td>h) Appropriate letters of support with enthusiastic commitments from community partners.</td>
</tr>
</tbody>
</table>

Budget is clear and straightforward. The basis for the mileage and clinical supervision amounts are included in the narrative but not in the budget forms.

This is an excellent proposal. I recommend full funding.
**Individual Evaluator Comments:**

<table>
<thead>
<tr>
<th><strong>Sexual Assault Crisis and Support Hotline Enhanced Services, continuation, $94,990</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>2 &quot;CASL&quot; Advocates plus expenses</td>
</tr>
<tr>
<td><strong>Section I: Organization Qualifications and Experience</strong></td>
</tr>
<tr>
<td>a) Both SARSSM and MECASA are eminently qualified</td>
</tr>
<tr>
<td><strong>Section II: Work to be Performed</strong></td>
</tr>
<tr>
<td>a) Summary: clear</td>
</tr>
<tr>
<td>b) Description: Clear description of need for both statewide phone hotline and for text/chat services and of the purpose of the CASL Advocate continuation (in place since August 2017), particularly regarding text/chat services. Excellent use of national technical assistance.</td>
</tr>
<tr>
<td>c) Objectives: Chart 1 is a bit confusing. The Y axis is labelled as number of clients served, but the color code indicates numbers of contacts…which seem to be equal numbers. Is that so – one contact per person per month? Table demonstrates positive impact of project to date and clear indicators for future work</td>
</tr>
<tr>
<td>d) Outcomes are appropriate. Excellent use of national technical assistance</td>
</tr>
<tr>
<td>e) Sustainability: honest and thoughtful</td>
</tr>
<tr>
<td><strong>Budget is clear and straightforward.</strong></td>
</tr>
<tr>
<td><strong>Appropriate letters of support from member programs.</strong></td>
</tr>
<tr>
<td><strong>Note</strong> – there is no mention of referrals or protocols when the call or chat would appropriately be referred to another service, such as a domestic violence resource center hotline. That would have been helpful to hear about.</td>
</tr>
<tr>
<td><strong>This proposal is well-supported by assessments and the data to date. I recommend funding this as proposed.</strong></td>
</tr>
</tbody>
</table>
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: SASSM SART Advocate
DATE: 8/12/18
EVALUATOR NAME: Francine Stark
EVALUATOR DEPARTMENT: MCEDV

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

SART Advocate – Knox and Waldo Counties, continuation

Section I: Organization Qualifications – SASSM is eminently qualified to do this work

Section II: Work to be Performed

a) The number of hours of service provision to clients, along with the hours of meetings and program coordination seem to fully account for 1 FTE

b) The program description appropriately notes the anticipated increase in need for SART given concurrent expansion of rural outreach and legal services

c) Program objectives are clear

d) Outcome measures are appropriate and reflect close coordination with MECASA

e) The sustainability section mirrors that section in the SASSM application…nearly verbatim

Budget is straightforward, but the narrative is too brief.

Appropriate letters of support from all the communities involved, including the local domestic violence resource center.

This is a fine proposal. I recommend fully funding.
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Through These Doors
DATE: 8/12/18
EVALUATOR NAME: Francine Stark
EVALUATOR DEPARTMENT: MCEDV

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Enhancing Safety for Incarcerated Victims, $45,877

Section I: Organization Qualifications: TTD is eminently qualified to do this project, and Maine’s women’s correctional center and re-entry center are both in the catchment area of TTD

Section II: Work to be Performed
a) The needs assessment data supporting the need for this work is staggering.
b) The incorporation of survivors’ voices in the project description is helpful and illustrates the importance and effectiveness of the program
c) The objectives are clear, extensive and include baseline numbers
d) Outcomes: appropriate to the program – covered in the previous section specific to objective
e) Sustainability: complementary funding has been sought and awarded; plans in place to continue seeking funding
f) Clear progress to date on existing grant
h) Appropriate MOU and letter of support

Budget is clear and straightforward. The use of the materials funded may not have been specified in the proposal but may be inferred.

This is an excellent proposal. I recommend full funding.
**STATE OF MAINE**
**INDIVIDUAL EVALUATION NOTES**

**RFP #:** 201805096  
**RFP TITLE:** STOP Violence Against Women Formula Grant Program  
**BIDDER NAME:** Coastal Healthcare Alliance  
**DATE:** 8/12/18  
**EVALUATOR NAME:** Francine Stark  
**EVALUATOR DEPARTMENT:** MCEDV  

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**Individual Evaluator Comments:**

<table>
<thead>
<tr>
<th>Coastal SANE Program: SANE Training Project, $29,220</th>
</tr>
</thead>
<tbody>
<tr>
<td>new</td>
</tr>
<tr>
<td>Section I: Organization Qualifications – This alliance of healthcare providers is qualified and appropriate for this program</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section II: Work to be Performed</th>
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</thead>
<tbody>
<tr>
<td>a) Clear need for the program</td>
</tr>
<tr>
<td>b) The program is straightforward. Collaboration among the project partners is clear as well as coordination of effort within the Alliance. The need for and burden to meet the demand for SANE services is clearly addressed by the proposal.</td>
</tr>
<tr>
<td>c) Objectives and indicators are clear and appropriate</td>
</tr>
<tr>
<td>d) Outcome measures are appropriate</td>
</tr>
<tr>
<td>e) Sustainability plan is extensive and describes ongoing efforts by institutions within the Alliance to support the program</td>
</tr>
<tr>
<td>f) Appropriate collaboration agreements are attached</td>
</tr>
<tr>
<td>g) n/a</td>
</tr>
<tr>
<td>h) Appropriate MOU and letters attached</td>
</tr>
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</table>

Note: it is a bit confusing that the letters in Section II do not align with the subsection letters from the RFP.

- Budget: Detailed and clear.

- Very good proposal meeting a clear need. I recommend funding, give satisfaction of question above.
Individual Evaluator Comments:

- Strong organization and program description.
- Good vision and impact.
- Good results and evaluation.
- Valid cost proposals.
- Full program cost statement.
- Questions on plan?
- Please list and include review.

- Some questions on plan...
- Please list and include.
- Other?

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STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Coastal Healthcare Alliance
DATE: 8/12/18
EVALUATOR NAME: Elizabeth Ward Saxl

EVALUATOR DEPARTMENT: MEC ASA

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Individual Evaluator Comments:

[Handwritten notes]
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Family Violence Project
DATE: 8/2/18
EVALUATOR NAME: Elizabeth Ward Saxl
EVALUATOR DEPARTMENT: MECASA

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

[Handwritten notes on the form]
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Partners for Peace
DATE: 8/12/18
EVALUATOR NAME: Elizabeth Ward Saxl
EVALUATOR DEPARTMENT: MECASA

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

<table>
<thead>
<tr>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Slightly off balance and unclear. Why?</td>
</tr>
<tr>
<td>Well written.</td>
</tr>
<tr>
<td>Creative need articulated or just another middle person?</td>
</tr>
<tr>
<td>The vision in which the less for RBS includes this will be involved and not acting in \nnot proposed. How likely?</td>
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<tr>
<td>Solid logic proposal?</td>
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<tr>
<td>Impact for whom?</td>
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<tr>
<td>What from whom - reasonable expectations?</td>
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</tbody>
</table>
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Pine Tree Legal
DATE: 8/12/18
EVALUATOR NAME: Elizabeth Ward Saxl
EVALUATOR DEPARTMENT: NELASA

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

- Excellent organization and clarity
- Clear need - fairly heavy workload
- Solid but proposal
- Good project design
Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Strong organizational qualifications and purpose.

Current need for services in Franklin Co.

Really good report on program & data.

Solid last proposal.

Case for bid not as well articulated.

Good community support.

Need more info, impact, etc. Help make sense of 2012 data?
**Instructions:** The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

**Individual Evaluator Comments:**

<table>
<thead>
<tr>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>They organized well.</td>
</tr>
<tr>
<td>Excellent design. Good flow of direct service and capital.</td>
</tr>
<tr>
<td>Well written proposal.</td>
</tr>
<tr>
<td>Great summary appendix.</td>
</tr>
<tr>
<td>Great budget. Need impact statement.</td>
</tr>
</tbody>
</table>
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: SARSSM Hotline
DATE: 8/12/18
EVALUATOR NAME: Elizabeth Ward Saxl
EVALUATOR DEPARTMENT: NESCASA

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

...
STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096  
RFP TITLE: STOP Violence Against Women Formula Grant Program  
BIDDER NAME: SART Advocate  
DATE: 8/12/18  
EVALUATOR NAME: Elizabeth Ward Saxl  
EVALUATOR DEPARTMENT: MECSAS

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

...
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

BIDDER NAME: Through These Doors
DATE: 8/12/18
EVALUATOR NAME: Elizabeth Ward Saxl

EVALUATOR DEPARTMENT: MECASA

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

---

Good description of problem. Tension isn't clear.

I think proposal clear. Lack of title... I'm not sure what the thing is. Overall, good proposal. Need detail.

How will add additional or steward program?

Better to include existing centers.

Need planning - very manageable. Will consider.

Very interesting.

What is the proposal's intended end result?

What is your anticipated outcome? - not clear.

How will you

---
AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, James T. Giessner accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. 'Interest' may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Signature ___________________________ Date ________________

Rev. Sept. 2013
AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Tracy Poulin accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

[Signature] [Date]

Rev. Sept. 2013
STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Heather Putnam accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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[Signature]

[Date]

Rev. Sept. 2013
AGreement and Disclosure Statement

RFP #: 201805096
RFP Title: STOP Violence Against Women Formula Grant Program

I, Francine Stark accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Signature                                  Date

8/12/18
AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Elizabeth Ward Saxl accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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Signature

Date 8-12-18

Rev. Sept. 2013
State of Maine
RFP / Proposal Master Score Sheet

Instructions: Complete the Master Score Sheet below providing all of the requested information for each bidder that submitted a proposal in response to the RFP. This document is to be included in the Selection Package submitted to the Division of Procurement Services for review/approval.

<table>
<thead>
<tr>
<th>PROPOSAL SUBMITTED BY:</th>
<th>Pine Tree Legal</th>
<th>SARSSM Hotline</th>
</tr>
</thead>
<tbody>
<tr>
<td>COST:</td>
<td>Cost: $100,201</td>
<td>Cost: $94,990</td>
</tr>
</tbody>
</table>

**EVALUATION ITEM** | POINTS AVAIL.
--- | ---
Section I: Organization Qualifications and Experience | 25
Section II: Specification of Work to be Performed | 45
Section III: Cost Proposal | 30
Section IV: Maine Business and Economic Impact Consideration | NA

**TOTAL** | 100 | 95 | 95

---

**PROPOSAL SUBMITTED BY:**

**EVALUATION ITEM** | POINTS AVAIL.
--- | ---
Section I: Organization Qualifications and Experience | 25
Section II: Specification of Work to be Performed | 45
Section III: Cost Proposal | 30
Section IV: Maine Business and Economic Impact Consideration | NA

**TOTAL** | 100

Rev. 3/5/2018
August 27, 2018

Nan Heald
Pine Tree Legal Assistance, Inc.
PO Box 547
Portland, ME 04112

SUBJECT: Notice of Conditional Contract Award under RFP #201805096, STOP Violence Against Women Formula Grant

Dear Ms. Heald:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- Lewiston Police Department
- Penobscot Nation Department of Social Services
- Cumberland County Sheriff’s Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

The bidders listed above received the evaluation team’s highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights
relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

Upon receipt of a finalized award from the Federal government the Maine Department of Public Safety (DPS) will enter into the contracting phase of the awarding process. It is anticipated that DPS will produce contracts by October 1, 2018.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

[Signature]

Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov
STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).
August 27, 2018

Melanie Sachs
Sexual Assault Response Services of Southern Maine
PO Box 1371
Portland, ME 04104

SUBJECT: Notice of Conditional Contract Award under RFP #201805096, STOP Violence Against Women Formula Grant

Dear Ms. Sachs:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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- Cumberland County Sheriff’s Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
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Sincerely,

Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME  04333-0104
tracy.j.poulin@maine.gov
STATEMENT OF APPEAL RIGHTS

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**STATE OF MAINE**  
**TEAM CONSENSUS EVALUATION NOTES**

**RFP #:** 201805096  
**RFP TITLE:** STOP Violence Against Women Formula Grant  
**BIDDER:** Pine Tree Legal  
**DATE:** August 20, 2018

---

**Instructions:** The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team’s consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.

**DEPARTMENT NAME:** Department of Public Safety  
**NAME OF RFP COORDINATOR:** Tracy J. Poulin  
**NAMES OF EVALUATORS:** James Glessner, Chief Robbie Moulton, Tracy Poulin

---

**SUMMARY PAGE**

<table>
<thead>
<tr>
<th>Pass/Fail Criteria</th>
<th>Pass:</th>
<th>Fail:</th>
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<tbody>
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<tr>
<th>Numerical Score:</th>
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<tbody>
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<td><strong>Section I.</strong> Organization Qualifications and Experience (Max: 25 Points)</td>
<td>25</td>
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STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Pine Tree Legal
DATE: August 20, 2018

-------------------------------------------------------------------------------------------------

EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25  Score: 25

-------------------------------------------------------------------------------------------------

Evaluation Team Comments:

Exceptionally well qualified.

-------------------------------------------------------------------------------------------------
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Pine Tree Legal
DATE: August 20, 2018

EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45         Score: 42

Evaluation Team Comments:

Provides funding for paralegal to support staff attorneys.

The need for civil legal services is clear.

The reduction in United Way funding in Cumberland County is clearly described. Full time paralegal had been funded by United Way.

Appropriate outcomes and measures.

Sustainability plan is adequate.

Victim Service agreements attached.

Consultations good
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Pine Tree Legal
DATE: August 20, 2018

******************************************************************************

EVALUATION OF SECTION III
Cost Proposal

Total Points Available: 30       Score: 28

******************************************************************************

Evaluation Team Comments:

Mileage is rounded and not divisible by .44
Excellent match.
Position is expensive, apparently due to benefits.

******************************************************************************
STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM Hotline
DATE: August 20, 2018

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team’s consensus evaluations, and this form is not meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Procurement Services as part of your contract award selection documents.

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James Glessner, Chief Robbie Moulton, Tracy Poulin

SUMMARY PAGE

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</tr>
</tbody>
</table>
EVALUATION OF SECTION I
Organization Qualifications and Experience

Total Points Available: 25  Score: 25

Evaluation Team Comments:

Both SARSSM and MECASA are highly qualified to carry out this program.
EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45  Score: 42

Evaluation Team Comments:

Project to continue funding two, 40 hour per week direct services advocate positions, who respond to the statewide sexual assault crisis and support line calls during normal business hours, as well as expand the crisis and support line service to text and online chat platforms.

Provided clear description of the need. Excellent use of national technical assistance.

Excellent letters of support.

Chart in the objectives section is confusing. The Y axis is labeled number of clients served, but the color code indicates number of contacts.

There is no mention of referrals or protocols when the call or chat would appropriately be referred to another service, such as a domestic violence resource center hotline.

The proposal is well-supported by assessments and the data to date.
Evaluation Team Comments:

Budget is clear and straightforward, with minor errors.
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Pine Tree Legal
DATE: 8/10/18
EVALUATOR NAME: James Glessner
EVALUATOR DEPARTMENT: Administrative Office of the Courts

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:
**STATE OF MAINE**  
**INDIVIDUAL EVALUATION NOTES**

**RFP #:** 201805096  
**RFP TITLE:** STOP Violence Against Women Formula Grant Program  
**BIDDER NAME:** [Bidder Name]  
**DATE:** [Date]  
**EVALUATOR NAME:** Chief Robbie Moulton  
**EVALUATOR DEPARTMENT:** Scarborough PD

******************************************************************************

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******************************************************************************

**Individual Evaluator Comments:**

- Good idea
- Few legal taking up some of the shock bar attorney
- Multiple Attorneys

---

[Handwritten comments are present in the document, but they are not legible in this text representation.]
STATE OF MAINE  
INDIVIDUAL EVALUATION NOTES  

RFP #: 201805096  
RFP TITLE: STOP Violence Against Women Formula Grant Program  
BIDDER NAME: Pine Tree Legal  
DATE: 8-7-18  
EVALUATOR NAME: Tracy J. Poulin  
EVALUATOR DEPARTMENT: Public Safety

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<th>Individual Evaluator Comments:</th>
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<td>Purpose 5</td>
<td>State 1</td>
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<td>501(c)(3) included</td>
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<tr>
<td>Board List included</td>
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<tr>
<td>Fulltime paralegal - had been United Way</td>
<td></td>
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</tbody>
</table>

- Where is supplement statement?  
  position description & resume provided 
  consultations good  

- Budget mostly sound service pg 54  

- Mileage not it.44  

- $100,201 federal $285,892 match  
  Culturally specific no
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: SARSM Hotline

DATE: 8/10/18

EVALUATOR NAME: James Glessner
EVALUATOR DEPARTMENT: Administrative Office of the Courts

************************************************************************************************************************

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department’s RFP Coordinator or Lead Evaluator for this RFP.

************************************************************************************************************************

Individual Evaluator Comments:

Submitted on behalf of the Coalition, managed by SARSM. Do they need to submit anything as financial viability? Budget appears (personal services) off by 30% or cost spread on pages 18 - “We are requesting continued funding to collect and analyze a full year of data of the first two years...” Will that work? Liked the concept last year. Program data is limited as it has been in steep growth a few months $35,553 - two direct service advocates
STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME:
DATE:
EVALUATOR NAME: Chief Robbie Moulton
EVALUATOR DEPARTMENT: Scarborough PD

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Individual Evaluator Comments:

[Handwritten notes]

1. [Text]
2. [Text]
3. [Text]
4. [Text]
5. [Text]
6. [Text]
7. [Text]
8. [Text]
9. [Text]
10. [Text]
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: SARSSM Hotline
DATE: August 6, 2018
EVALUATOR NAME: Tracy J. Poulin
EVALUATOR DEPARTMENT: Public Safety

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Individual Evaluator Comments:

10-1-18 to 9-30-19 (Continuation)

Purpose 11 Priority 2

Pg 14 sustainability sort of addressed

Pg 19 supplement

nothing new on the timeline - not expected w/ cont.

provided previous data

good okay

good letters of support
501(c)3 included

good resumes, position description & grant
budget pg 26 equiplene only 56 93.75

$94,970 (sup $94,990), no match needed

not culturally specific

$23,074 (1st yr) ending 9-30-18 (92,294 full)
STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, James T. Giessner accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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__________________________  _______________________
Signature  Date

Rev. Sept. 2013
STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Chief Robbie Moulton accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Signature

Date

Rev. Sept. 2013
AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Tracy Poulin accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

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[Signature]
July 16, 2018