

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# 201901012: Specialty Crop Block Grant									
PROPOSAL SUBMITTED BY:		AgMatters, LLC - PSR		AgMatters, LLC – FSMA		Maine Farm Bureau		MELNA – Plant Something	
COST:		Cost:	\$44,283.00	Cost:	\$29,233.00	Cost:	\$75,205.00	Cost:	\$54,738.00
EVALUATION ITEM	POINTS AVAIL.								
The Proposal is determined to be a Commissioner priority area.	5	5		5		5		5	
The proposal is complete and adheres to the format outlined in the RFP	5	5		5		3		5	
The project addresses the issues put forth by USDA, as stated in the RFP	25	25		25		25		22	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection	20	7		8		5		18	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers	15	11		12		12		12	
Anticipated benefit in relation to proposed cost	30	25		30		10		25	
TOTAL	<u>100</u>	<u>78</u>		<u>85</u>		<u>60</u>		<u>87</u>	
PROPOSAL SUBMITTED BY:		MELNA – IPM		Maine Maple Producers Association		Maine Potato Board		University of Maine – Sulfur	
COST:		Cost:	\$86,950.00	Cost:	\$36,260.00	Cost:	\$99,994.33	Cost:	\$62,644.00
EVALUATION ITEM	POINTS AVAIL.								
The Proposal is determined to be a Commissioner priority area.	5	5		5		3		1	
The proposal is complete and adheres to the format outlined in the RFP	5	5		5		4		0	
The project addresses the issues put forth by USDA, as stated in the RFP	25	25		20		25		25	

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection	20	15	10	20	0
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers	15	10	15	12	8
Anticipated benefit in relation to proposed cost	30	7	28	25	4
TOTAL	<u>100</u>	<u>67</u>	<u>83</u>	<u>89</u>	<u>38</u>
PROPOSAL SUBMITTED BY:		University of Maine – Expanding Berry Industry		University of Maine – Effects of Fertilizer	
COST:		Cost:	\$49,358.00	Cost:	\$89,314.00
COST:		Cost:	\$86,354.00	Cost:	\$86,354.00
EVALUATION ITEM	POINTS AVAIL.				
The Proposal is determined to be a Commissioner priority area.	5	2	5	5	
The proposal is complete and adheres to the format outlined in the RFP	5	0	5	5	
The project addresses the issues put forth by USDA, as stated in the RFP	25	25	25	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection	20	5	20	20	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers	15	14	15	15	
Anticipated benefit in relation to proposed cost	30	30	20	25	
TOTAL	<u>100</u>	<u>76</u>	<u>90</u>	<u>95</u>	



**STATE OF MAINE
DEPARTMENT OF AGRICULTURE,
CONSERVATION AND FORESTRY**

**Janet T. Mills
Governor**

**Amanda Beal
Commissioner**

April 22, 2019

Lauchlin W. Titus
AgMatters LLC
1063 Main St
Vassalboro, ME 04989

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear Lauchlin W. Titus:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Agriculture, Conservation and Forestry for the Specialty Crop Block Grant Program. 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:

- AgMatters LLC – Food Safety Planning
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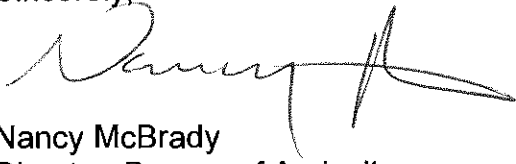
The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice 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.

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,

A handwritten signature in black ink, appearing to read 'Nancy McBrady', with a stylized flourish at the end.

Nancy McBrady
Director, Bureau of Agriculture,
Food & Rural Resources

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).



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April 22, 2019

Julie Ann Smith
Maine Farm Bureau
4 Gabriel Dr, Ste 1
Augusta, ME 04330

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear Julie Ann Smith:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Agriculture, Conservation and Forestry for the Specialty Crop Block Grant Program. 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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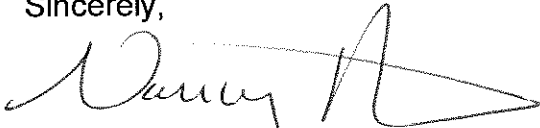
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Sincerely,

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Nancy McBrady
Director, Bureau of Agriculture,
Food & Rural Resources

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April 22, 2019

Donald Sproul
Maine Landscape and Nursery Association
PO Box 4666
Augusta, ME 04330

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear Donald Sproul:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Agriculture, Conservation and Forestry for the Specialty Crop Block Grant Program. 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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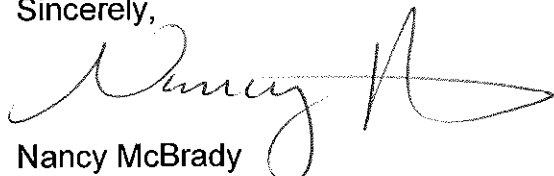
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Thank you for your interest in doing business with the State of Maine.

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Nancy McBrady
Director, Bureau of Agriculture,
Food & Rural Resources

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April 22, 2019

Eric Ellis
Maine Maple Producers Association
288 Chopps Cross Rd
Woolwich, ME 04579

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear Eric Ellis:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Agriculture, Conservation and Forestry for the Specialty Crop Block Grant Program. 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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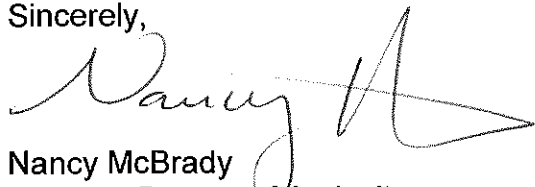
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Director, Bureau of Agriculture,
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April 22, 2019

Jake Dyer
Maine Potato Board
744 Main St, Ste 1
Presque Isle, ME 04769

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear Jake Dyer:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Agriculture, Conservation and Forestry for the Specialty Crop Block Grant Program. 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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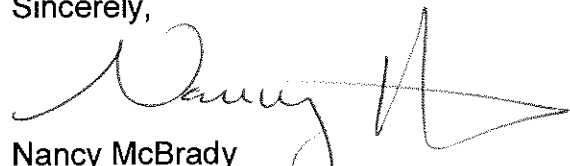
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April 22, 2019

Lakesh Sharma
University of Maine
5717 Corbett Hall
Orono, ME 04469

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear Lakesh Sharma:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Agriculture, Conservation and Forestry for the Specialty Crop Block Grant Program. 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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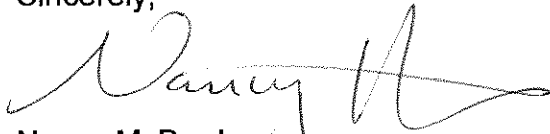
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April 22, 2019

David Hanley
University of Maine
5717 Corbett Hall
Orono, ME 04469

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear David Hanley:

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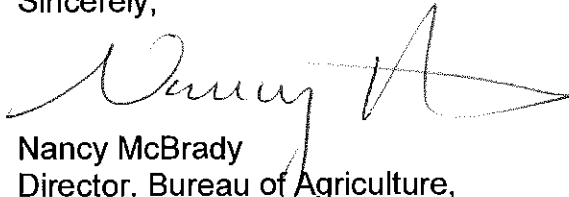
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April 22, 2019

Yongjiang Zhang
University of Maine
5717 Corbett Hall
Orono, ME 04469

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear Yongjiang Zhang:

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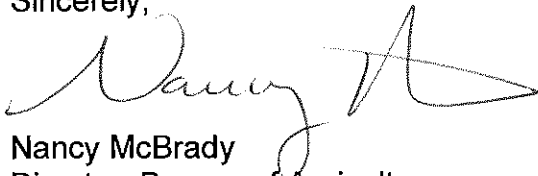
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April 22, 2019

Seanna Annis
University of Maine
5717 Corbett Hall
Orono, ME 04469

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear Seanna Annis:

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- University of Maine – Expanding Maine's Berry Industry

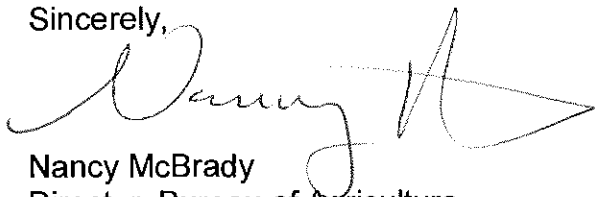
The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice 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.

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,

A handwritten signature in black ink, appearing to read "Nancy McBrady", written over a horizontal line.

Nancy McBrady
Director, Bureau of Agriculture,
Food & Rural Resources

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 #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: AgMatters LLC – Keeping up with PSR
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	7	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	11	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	25	
TOTAL POINTS	(Max: 100 Points)	78

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: AgMatters LLC – Keeping up with PSR

DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: AgMatters LLC – Keeping up with PSR

DATE: 04/16/2019

The proposal is complete and adheres to the format outlined in the RFP.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: AgMatters LLC – Keeping up with PSR

DATE: 04/16/2019

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25

Score: 25

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: AgMatters LLC – Keeping up with PSR

DATE: 04/16/2019

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection.

Total Points Available: 20

Score: 7

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: AgMatters LLC – Keeping up with PSR

DATE: 04/16/2019

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers.

Total Points Available: 15

Score: 11

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: AgMatters LLC – Keeping up with PSR

DATE: 04/16/2019

Anticipated benefit in relation to proposed cost

Total Points Available: 30

Score: 25

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: AgMatters LLC – Food Safety Planning
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
<u>Numerical Score:</u>		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	8	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	12	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	30	
TOTAL POINTS	(Max: 100 Points)	85

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: AgMatters LLC – Food Safety Planning

DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: AgMatters LLC – Food Safety Planning

DATE: 04/16/2019

The proposal is complete and adheres to the format outlined in the RFP.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: AgMatters LLC – Food Safety Planning

DATE: 04/16/2019

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25

Score: 25

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: AgMatters LLC – Food Safety Planning

DATE: 04/16/2019

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection.

Total Points Available: 20

Score: 8

Evaluation Team Comments:

[illegible]

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: AgMatters LLC – Food Safety Planning
DATE: 04/16/2019

The project proposed shows how Specialty Crops in Maine will impact multiple specialty crop producers.

Score: 12

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: AgMatters LLC – Food Safety Planning

DATE: 04/16/2019

Anticipated benefit in relation to proposed cost

Total Points Available: 30

Score: 30

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Farm Bureau
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
<u>Numerical Score:</u>		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	3	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	5	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	12	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	10	
TOTAL POINTS	(Max: 100 Points)	60

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: Maine Farm Bureau

DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Farm Bureau
DATE: 04/16/2019

The proposal is complete and adheres to the format outlined in the RFP.

Total Points Available: 5 **Score: 3**

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Farm Bureau
DATE: 04/16/2019

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25

Score: 25

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Farm Bureau
DATE: 04/16/2019

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection.

Total Points Available: 20

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Farm Bureau
DATE: 04/16/2019

The project proposed shows how Specialty Crops in Maine will impact multiple specialty crop producers.

Total Points Available: 15

Score: 12

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Farm Bureau
DATE: 04/16/2019

Anticipated benefit in relation to proposed cost

Total Points Available: 30

Score: 10

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: MELNA – Plant Something at School
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
☐ Appendix A – Proposal Cover Page	X	
☐ Appendix B – Debarment, Performance and Non-collusion Certification	X	
☐ Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
<u>Numerical Score:</u>		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	22	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	18	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	12	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	25	
TOTAL POINTS	(Max: 100 Points)	87

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: MELNA – Plant Something at School

DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: MELNA – Plant Something at School

DATE: 04/16/2019

The proposal is complete and adheres to the format outlined in the RFP.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: MELNA – Plant Something at School

DATE: 04/16/2019

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25

Score: 22

Evaluation Team Comments:

[illegible]

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: MELNA – Plant Something at School
DATE: 04/16/2019

Total Points Available: 20 **Score: 18**

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: MELNA – Plant Something at School

DATE: 04/16/2019

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers.

Total Points Available: 15

Score: 12

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: MELNA – Plant Something at School

DATE: 04/16/2019

Anticipated benefit in relation to proposed cost

Total Points Available: 30

Score: 25

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: MELNA - IPM
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	15	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	10	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	7	
TOTAL POINTS	(Max: 100 Points)	67

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: MELNA - IPM

DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: MELNA - IPM

DATE: 04/16/2019

The proposal is complete and adheres to the format outlined in the RFP.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: MELNA - IPM
DATE: 04/16/2019

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25

Score: 25

Evaluation Team Comments:

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: MELNA - IPM

DATE: 04/16/2019

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection.

Total Points Available: 20

Score: 15

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: MELNA - IPM
DATE: 04/16/2019

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers.

Total Points Available: 15

Score: 10

Evaluation Team Comments:

[illegible]

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: MELNA - IPM
DATE: 04/16/2019

Anticipated benefit in relation to proposed cost

Score: 7

Evaluation Team Comments:

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Maple Producers Association
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
☐ Appendix A – Proposal Cover Page	X	
☐ Appendix B – Debarment, Performance and Non-collusion Certification	X	
☐ Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
<u>Numerical Score:</u>		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	20	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	10	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	15	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	28	
TOTAL POINTS	(Max: 100 Points)	83

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: Maine Maple Producers Association

DATE: 04/16/2019

[illegible]

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: Maine Maple Producers Association

DATE: 04/16/2019

The proposal is complete and adheres to the format outlined in the RFP.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Maple Producers Association
DATE: 04/16/2019

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25

Score: 20

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: Maine Maple Producers Association

DATE: 04/16/2019

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection.

Total Points Available: 20

Score: 10

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: Maine Maple Producers Association

DATE: 04/16/2019

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers.

Total Points Available: 15

Score: 15

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: Maine Maple Producers Association

DATE: 04/16/2019

Anticipated benefit in relation to proposed cost

Total Points Available: 30

Score: 28

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Potato Board
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	3	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	4	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	20	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	12	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	25	
TOTAL POINTS	(Max: 100 Points)	89

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: Maine Potato Board

DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5

Score: 3

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Potato Board
DATE: 04/16/2019

The proposal is complete and adheres to the format outlined in the RFP.

Total Points Available: 5 **Score:** 4

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Potato Board
DATE: 04/16/2019

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25

Score: 25

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Potato Board
DATE: 04/16/2019

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection.

Total Points Available: 20

Score: 20

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: Maine Potato Board

DATE: 04/16/2019

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers.

Total Points Available: 15

Score: 12

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Potato Board
DATE: 04/16/2019

Anticipated benefit in relation to proposed cost

Total Points Available: 30

Score: 25

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: University of Maine – Sulfur recommendations
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	1	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	0	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	0	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	8	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	4	
TOTAL POINTS	(Max: 100 Points)	38

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Sulfur recommendations

DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5

Score: 1

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Sulfur recommendations

DATE: 04/16/2019

The proposal is complete and adheres to the format outlined in the RFP.

Total Points Available: 5

Score: 0

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Sulfur recommendations

DATE: 04/16/2019

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25

Score: 25

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Sulfur recommendations

DATE: 04/16/2019

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection.

Total Points Available: 20

Score: 0

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Sulfur recommendations

DATE: 04/16/2019

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers.

Total Points Available: 15

Score: 8

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Sulfur recommendations

DATE: 04/16/2019

Anticipated benefit in relation to proposed cost

Total Points Available: 30

Score: 4

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Expanding Maine’s Berry Industry

DATE: 04/16/2019

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 Agriculture, Conservation & Forestry

NAME OF RFP COORDINATOR: Leigh Hallett

NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	2	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	0	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	5	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	14	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	30	
TOTAL POINTS	(Max: 100 Points)	76

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Expanding Maine’s Berry Industry

DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5

Score: 2

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Expanding Maine’s Berry Industry

DATE: 04/16/2019

The proposal is complete and adheres to the format outlined in the RFP.

Total Points Available: 5

Score: 0

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Expanding Maine’s Berry Industry

DATE: 04/16/2019

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25

Score: 25

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Expanding Maine’s Berry Industry

DATE: 04/16/2019

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection.

Total Points Available: 20

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Expanding Maine’s Berry Industry

DATE: 04/16/2019

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers.

Total Points Available: 15

Score: 14

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Expanding Maine’s Berry Industry

DATE: 04/16/2019

Anticipated benefit in relation to proposed cost

Total Points Available: 30

Score: 30

Evaluation Team Comments:[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Effects of Fertilizer on Wild Blueberry

DATE: 04/16/2019

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 Agriculture, Conservation & Forestry

NAME OF RFP COORDINATOR: Leigh Hallett

NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	20	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	15	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	20	
TOTAL POINTS	(Max: 100 Points)	90

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Effects of Fertilizer on Wild Blueberry

DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Effects of Fertilizer on Wild Blueberry

DATE: 04/16/2019

The proposal is complete and adheres to the format outlined in the RFP.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Effects of Fertilizer on Wild Blueberry

DATE: 04/16/2019

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25

Score: 25

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Effects of Fertilizer on Wild Blueberry

DATE: 04/16/2019

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection.

Total Points Available: 20

Score: 20

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Effects of Fertilizer on Wild Blueberry

DATE: 04/16/2019

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers.

Total Points Available: 15

Score: 15

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Effects of Fertilizer on Wild Blueberry

DATE: 04/16/2019

Anticipated benefit in relation to proposed cost

Total Points Available: 30

Score: 20

Evaluation Team Comments:[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: University of Maine – Wild Blueberry IPM
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	Points Awarded:	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	20	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	15	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	25	
TOTAL POINTS	(Max: 100 Points)	95

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Wild Blueberry IPM

DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5

Score: 5_

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Wild Blueberry IPM

DATE: 04/16/2019

The proposal is complete and adheres to the format outlined in the RFP.

Total Points Available: 5

Score: 5

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Wild Blueberry IPM

DATE: 04/16/2019

[illegible]

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25

Score: 25_

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Wild Blueberry IPM

DATE: 04/16/2019

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection.

Total Points Available: 20

Score: 20

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Wild Blueberry IPM

DATE: 04/16/2019

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers.

Total Points Available: 15

Score: 15

Evaluation Team Comments:

[illegible]

STATE OF MAINE TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Wild Blueberry IPM

DATE: 04/16/2019

Anticipated benefit in relation to proposed cost

Total Points Available: 30

Score: 25

Evaluation Team Comments:

[illegible]

- Elected not to participate due to potential conflict of interest

1000 Extension will develop sulfur recommendations
for yield + quality
reduction of chemical fertilizers
organic grower included
science-y

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: University of Maine System (Sharma)
DATE: 4/9/2019
EVALUATOR NAME: Ellen McAdam
EVALUATOR DEPARTMENT:

Individual Evaluator Comments: Developing Sulfur Recommendations for Maine Potato Growers

Support Letters: None included. McCain Foods is cited as a collaborator.

Background: Less acid rain, due to stricter EPA rules over the years, have resulted in less sulfur (S) in the soil. Also, farmers are using less ammonium sulfate as a source of nitrogen because they are growing more grains, etc. during non-potato years (?) S is therefore not being added to soils the way it used to be, which affects the potato crop (inc. soil pH)

Purpose: A 2-year study on 4 conventional & 2 organic sites each year to develop recommendations for S applications to potato fields

- Demonstrate S deficiency on potato yield & quality
- Evaluate sources of S
- Develop an optical sensor for S deficiency in potatoes
- Develop an app. To aid in determination of S need based on soil type, climate, % organic matter, cultural practices, & historical yield

Note: Food safety (outcomes 6, 7) is a stretch, as the explanation refers to soil microbial health and enhanced resistance of plants to diseases, not human health.

- Also, in the explanation of outcome 8, the assumption is made that proper S applications will reduce the need for other fertilizers (?)
- Benefits 200 New England potato growers, incl. 90 in Maine

Budget: \$85,296 It looks like this is just for the first year, as no mention is made in the budget itself of developing the optical sensor or the app.

This was an overly detailed and somewhat confusing proposal, but that's just my opinion...

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: UMS Developing Sulfur - Lakesh
DATE: 4/11/19
EVALUATOR NAME: Shannon Grimes
EVALUATOR DEPARTMENT:

Individual Evaluator Comments:

[illegible]

individual evaluator comments:

- ~~not a Commissioner's priority~~ Commissioner's priority ^{not clear -} continuation of project??
- USDA priorities - research on conservation and environmental outcomes, sustainability, profit & direct control
- description of project purpose is not easy to understand - proposal could benefit from some judicious editing
- outcome metrics seem overly optimistic
- how will project increase job with fertilizer suppliers, while reducing fertilizer input? (Outcome 8) - seems contradictory
- proposal appears to duplicate last year's application - no updates provided

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Developing Sulfer - Lakesh

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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:

Project:

Developing Sulfer Rec.
for Potato Growers

A. Application Format:

1. All forms included in package? ☒ Yes ☐ No
 - Appendix A-Cover Page? ☒ Yes ☐ No
 - Appendix B – Debarment? ☒ Yes ☐ No
 - Appendix C – Litigation? ☒ Yes ☐ No
 - SCBG Project Profile Template
 1. Complete? ☒ Yes ☐ No
 2. Dated? ☒ Yes ☐ No
 3. Signed? ☒ Yes ☐ No
2. All information requested provided? ☒ Yes ☐ No
3. Cost Proposal:
 - a. Cover entire period of initial contract? ☒ Yes ☐ No
 - b. Costs necessary to fully comply with terms/conditions and RFP requirements? ☒ Yes ☐ No
 - c. No proposal prep costs included? ☒ Yes ☐ No
 - d. Only costs incurred after contract effective date and related to implementation/operation.
☒ Yes ☐ No

NOTES:

B. Required Application Submission Components

1. Project Purpose
 - a. Specific issue/problem/interest/need addressed/included? ☒ Yes ☐ No
Why? ☒ Yes ☐ No
 - b. Listing of objectives project hopes to achieve included? ☒ Yes ☐ No
 - c. How objectives will address USDA identified issues? ☐ Yes ☐ No
 - d. If marketing program if funding solely to enhance competitiveness of specialty crops?
☒ Yes ☐ No
 - e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops?
☒ Yes ☐ No
 - f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? ☐ Yes ☐ No ☒ NA

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Developing Sulfer - Lakesh

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input type="radio"/> Yes <input type="radio"/> No NA</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input type="radio"/> Yes <input type="radio"/> No NA</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No 200 growers</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input checked="" type="checkbox"/> 8</p> <p>Indicator(s): <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 Multiple</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Developing Sulfer - Lakesh

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
☒ Yes ☐ No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? ☒ Yes ☐ No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
☒ Yes ☐ No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? ☒ Yes ☐ No
- e. Is the budget form from the application included? ☒ Yes ☐ No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? ☐ Yes ☐ No

Were any any letters of partnership support attached? ☐ Yes ☒ No

Comments:

Budget \$ 85,2916⁰⁰

Year 2 project?

not submitted as such

Year 2 Budget missing?

UMS - Laleesh
Suffer For Potato
Growers

The Proposal is determined to be a Commissioner priority area.

Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.

- not submitted
as of 2/2
no
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
 3. Enhancing integrated pest management research and education for programs for specialty crops.
 - ~~4.~~ Research and demonstration of systems to market and distribute specialty crops to institutions.
 5. Domestic and international market expansion of Maine Specialty Crops.
- no

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

200 potato growers 1 \$85,296

JB 4.12.19

- Thorough Apprehension
- excellent cost benefit \rightarrow although questions were brought up about the fringe benefit percentages.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012

RFP TITLE: Specialty Crop Block Grant

BIDDER NAME: University of Maine System (Annis)

DATE: 4/13/2019

EVALUATOR NAME: Ellen McAdam

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: New methods of improving wild blueberry production with IPM for diseases

Support letters: WBC, Passamaquoddy Wild Blueberry Co., Allen's, Cherryfield Foods, Wyman's
--

Background: Project builds on previous SCBG-funded work on disease management and controls. The Annual Report of a previous, ongoing study was included in our packet.

Purpose: To look at new materials for control of an emerging disease (Exobasidium fruit spot) and to evaluate organic and improved controls for mummy berry and various leaf spots.
--

- | |
|---|
| <ul style="list-style-type: none">- Best timing of fungicide applications, especially for organic materials- Test of DNA-based methods for pathogen spore detection- Use of weather network data & research results for disease forecasting |
|---|

Benefit: 510 wild blueberry growers
--

Budget: \$86,354

Notes: This is a 3-year study because it's estimated that 3 growing seasons will be needed to obtain useable results

- | |
|---|
| <ul style="list-style-type: none">- Specific diseases are targeted : mummy berry, botrytis flower blight, septoria leaf spot & rust, & Exobasidium leaf spot.- An important outcome of this study will be cost-to-yield comparisons, especially with regards to the organic materials tested.- Maine wild blueberries compete for market share with Canadian cultivated blueberries and have not been doing well. If this study increases efficiency and lowers costs for growers, the industry will benefit. |
|---|

organic growing emphasized

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: UMS Wild Blueberry IPM - Annis
DATE: 4/11/19
EVALUATOR NAME: Shannon Grimes
EVALUATOR DEPARTMENT:

Individual Evaluator Comments:

[illegible]

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012

RFP TITLE: Specialty Crop Block Grant

BIDDER NAME: *University of Maine - Annis - Blueberry IPM*

DATE: 4/12/19

EVALUATOR NAME: Tom Gordon

EVALUATOR DEPARTMENT: Agriculture, Conservation & Forestry

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:

*Commissioner's priority - IPM research, continuation of grant
USDA priorities - research, pest and disease control, sustainability*

*preventing crop losses is generally a good thing, but low market prices
may indicate an over-supply of berries*

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Wild Blueberry IPM - Annis

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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:

Project:

*New Methods of improving
wild blueberry production with IPM for
diseases*

A. Application Format:

1. All forms included in package? ☒ Yes ☐ No
Appendix A-Cover Page? ☒ Yes ☐ No
Appendix B – Debarment? ☒ Yes ☐ No
Appendix C – Litigation? ☒ Yes ☐ No
SCBG Project Profile Template
 1. Complete? ☒ Yes ☐ No
 2. Dated? ☒ Yes ☐ No
 3. Signed? ☒ Yes ☐ No
2. All information requested provided? ☒ Yes ☐ No
3. Cost Proposal:
 - a. Cover entire period of initial contract? ☒ Yes ☐ No
 - b. Costs necessary to fully comply with terms/conditions and RFP requirements? ☒ Yes ☐ No
 - c. No proposal prep costs included? ☒ Yes ☐ No
 - d. Only costs incurred after contract effective date and related to implementation/operation.
☒ Yes ☐ No

NOTES:

B. Required Application Submission Components

1. Project Purpose
 - a. Specific issue/problem/interest/need addressed/included? ☒ Yes ☐ No
Why? ☒ Yes ☐ No
 - b. Listing of objectives project hopes to achieve included? ☒ Yes ☐ No
 - c. How objectives will address USDA identified issues? ☐ Yes ☒ No
 - d. If marketing program if funding solely to enhance competitiveness of specialty crops?
☒ Yes ☐ No
 - e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops?
☒ Yes ☐ No
 - f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? ☒ Yes ☐ No ☐ NA

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Wild Blueberry IPM - Annis

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: ___1 ___2 ___3 <input checked="" type="checkbox"/>4 <input checked="" type="checkbox"/>5 ___6 ___7 ___8</p> <p>Indicator(s): ___1 <input checked="" type="checkbox"/>2 ___3 ___4 <input checked="" type="checkbox"/>5 ___6 ___7 <input checked="" type="checkbox"/>8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p style="text-align: center;"><i>Survey / Clicker ??? / web survey</i></p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Wild Blueberry IPM - Annis

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
☒ Yes ☐ No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? ☒ Yes ☐ No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
☒ Yes ☐ No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? ☒ Yes ☐ No
- e. Is the budget form from the application included? ☒ Yes ☐ No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? ☒ Yes ☐ No

Were any any letters of partnership support attached? ☒ Yes ☐ No **5**

Comments:

Budget \$86,354.00

UMS Annis - New Methods
of Improving Wild Blue-
berry Bud w/ IPM
for Diseases

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

50% \$86,354

JB 4.12.19

Complete overall project - well done

Good ME + WDA Priority Area alignment.

Some exposure at fringe benefits seemed expensive

- Reducing the overall cost benefit.

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: University of Maine System (Zhang)
DATE: 4/12/2019
EVALUATOR NAME: Ellen McAdam
EVALUATOR DEPARTMENT:

Individual Evaluator Comments: Effects of Fertilizer and Temperature on Wild Blueberry Pests, Yield, and Quality

[illegible]

Elevated temperatures (due to climate change)

Outcome 5 Resilient

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012

RFP TITLE: Specialty Crop Block Grant

BIDDER NAME: University of Maine - Zheng - Wild Blueberries

DATE: 4/12/19

EVALUATOR NAME: Tom Gordon

EVALUATOR DEPARTMENT: Agriculture, Conservation & Forestry

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:

Commissioner's priority - continuation of prior project
USDA priorities - research, pest and disease control, sustainability
good documentation of prior year's results
need for multi-year project is clear - 2-year perennial crop
crops not realizing cost of production - will research result in lowered
production costs or do economics dictate a diminished supply to
produce increases in prices sufficient to cover costs?
detailed methodology

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: UMS Fertilizer Temp Wild Blueberry - Zhang
DATE: 4/11/19
EVALUATOR NAME: Shannon Grimes
EVALUATOR DEPARTMENT:

Individual Evaluator Comments:

[illegible]

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Fertilizer Temp Wild Blueberry - Zhang

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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:

Project:

*Eff of Fertilizer & Temps
on Wild Blueberry Pests
Yield and Quality.*

A. Application Format:

1. All forms included in package? ☒ Yes ☐ No
Appendix A-Cover Page? ☒ Yes ☐ No
Appendix B – Debarment? ☒ Yes ☐ No
Appendix C – Litigation? ☒ Yes ☐ No
SCBG Project Profile Template
 1. Complete? ☒ Yes ☐ No
 2. Dated? ☒ Yes ☐ No
 3. Signed? ☒ Yes ☐ No
2. All information requested provided? ☒ Yes ☐ No
3. Cost Proposal:
 - a. Cover entire period of initial contract? ☒ Yes ☐ No
 - b. Costs necessary to fully comply with terms/conditions and RFP requirements? ☒ Yes ☐ No
 - c. No proposal prep costs included? ☒ Yes ☐ No
 - d. Only costs incurred after contract effective date and related to implementation/operation.
☒ Yes ☐ No

NOTES:

B. Required Application Submission Components

1. Project Purpose
 - a. Specific issue/problem/interest/need addressed/included? ☒ Yes ☐ No
Why? ☒ Yes ☐ No
 - b. Listing of objectives project hopes to achieve included? ☒ Yes ☐ No
 - c. How objectives will address USDA identified issues? ☒ Yes ☐ No
 - d. If marketing program if funding solely to enhance competitiveness of specialty crops?
☒ Yes ☐ No
 - e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops?
☒ Yes ☐ No
 - f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? ☒ Yes ☐ No ☐ NA

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Fertilizer Temp Wild Blueberry - Zhang

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No NA</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No 510</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p> <p>Indicator(s): <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Fertilizer Temp Wild Blueberry - Zhang

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
☒ Yes ☐ No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? ☒ Yes ☐ No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
☒ Yes ☐ No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? ☒ Yes ☐ No
- e. Is the budget form from the application included? ☒ Yes ☐ No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? ☒ Yes ☐ No

Were any any letters of partnership support attached? ☒ Yes ☐ No 4

Comments:

Budget \$ 89,314⁰⁰

Ums - Zhang

Effects of Fert / Temps

Wild Blueberry Bots
Yield & Quality

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

510 / \$89,314

JB 4.12.19

Expanding Fruit industry (Fresh)

Overall the application lacked sufficient detail - "not complete"

Addresses several USDA priority areas

- Sustainability
- New/Improved Varieties

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Expanding Berry Industry - Handley

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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:

Project:

Berry Demand

A. Application Format:

1. All forms included in package? ☒ Yes ☐ No
Appendix A-Cover Page? ☒ Yes ☐ No
Appendix B – Debarment? ☒ Yes ☐ No
Appendix C – Litigation? ☒ Yes ☐ No
SCBG Project Profile Template
1. Complete? ☒ Yes ☐ No
2. Dated? ☒ Yes ☐ No
3. Signed? ☒ Yes ☐ No
signature page?
2. All information requested provided? ☐ Yes ☒ No
3. Cost Proposal:
a. Cover entire period of initial contract? ☐ Yes ☐ No
b. Costs necessary to fully comply with terms/conditions and RFP requirements? ☐ Yes ☐ No
c. No proposal prep costs included? ☐ Yes ☒ No
d. Only costs incurred after contract effective date and related to implementation/operation.
☐ Yes ☐ No

NOTES:

B. Required Application Submission Components

1. Project Purpose
a. Specific issue/problem/interest/need addressed/included? ☒ Yes ☐ No
Why? ☒ Yes ☐ No
b. Listing of objectives project hopes to achieve included? ☒ Yes ☐ No
c. How objectives will address USDA identified issues? ☒ Yes ☐ No
d. If marketing program if funding solely to enhance competitiveness of specialty crops?
☒ Yes ☐ No
e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops?
☒ Yes ☐ No
f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? ☐ Yes ☐ No ☒ NA

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Expanding Berry Industry - Handley

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

	<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p>
2. Potential Impact	<p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No 200</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
3. Expected Measurable Outcomes	<p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 8</p> <p>Indicator(s): <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input checked="" type="checkbox"/> 8</p> <p style="text-align: center;">4</p>
4. Data Collection Methods	<p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
5. Budget /Budget Narrative	<p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Expanding Berry Industry - Handley

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
☒ Yes ☐ No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? ☒ Yes ☐ No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
☒ Yes ☐ No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? ☒ Yes ☐ No
- e. Is the budget form from the application included? ☒ Yes ☐ No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? ☐ Yes ☒ No

Were any any letters of partnership support attached? ☒ Yes ☐ No

Comments:

Budget \$49,358⁰⁰

UMS - Handley
Berry Demand

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

200 growers/producers / \$ 49,358

JB - 4-12-19

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012

RFP TITLE: Specialty Crop Block Grant

BIDDER NAME: University of Maine System (Handley)

DATE: 4/11/2019

EVALUATOR NAME: Ellen McAdam

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: Expanding Maine's Berry Industry to Improve Farm Profitability

Support Letters: MVSFGA No letter was provided, but support from the New England Vegetable and Berry Growers Assoc. was cited.

Description: 3-yr project to trial new strawberry, raspberry, and highbush blueberry varieties.
--

Purpose: to determine adaptability to Maine's climate and identify varieties of superior fruit quality and yield

Project is a prime example of what Cooperative Extension does best, when done well, and Dr. Dave Handley has done quite a few of these very well.

-Benefits are to the New England region as well as to around 200 Maine growers
--

- 3 senior personnel (principal investigators) are not requesting funding for this project
--

Budget: \$49,358 (total 3-yr. budget requested = apprx. \$16,450/yr)

LJ/TR

SLOPPY PROPOSAL

RESULTS NOT CLEARLY MEASURABLE

Strawberries, raspberries, highbush blueberries
outcomes are confusing. Indicated outcomes #1, 2, 3, 8.
Gave indicators for 4, 5, & 8.
I'd like to see more science and specificity
regarding data collections
Good bang for buck @ \$49,358

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: UMS Expanding Berry Industry - Handley
DATE: 4/11/19
EVALUATOR NAME: Shannon Grimes
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.

[illegible]

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012

RFP TITLE: Specialty Crop Block Grant

BIDDER NAME: University of Maine - Handley - Berries

DATE: 4/12/19

EVALUATOR NAME: Tom Gordon

EVALUATOR DEPARTMENT: Agriculture, Conservation & Forestry

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:

not a Commissioner's priority
USDA priorities - research/new varieties, sustainability
budget appears to be for 3-year project
very low-cost proposal!
outcome indicators need clarification
more detailed narrative would be helpful
discussion of outcome is confusing

- Evaluating no-till production practices in Potato cropping systems.
- Lacking in area of familiarity to the main Commission -
- complete application - yet one error in the meth - so that factor is
- Hits multiple points on WOA countries
- overall costs seem high for the argument
→ perhaps there is a more efficient way

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: Maine Potato Board
DATE: 4/10/19
EVALUATOR NAME: Shannon Grimes
EVALUATOR DEPARTMENT:

Individual Evaluator Comments:

[illegible]

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012

RFP TITLE: Specialty Crop Block Grant

BIDDER NAME: ME Potato Board

DATE: 4/12/19

EVALUATOR NAME: Tom Gordon

EVALUATOR DEPARTMENT: Agriculture, Conservation & Forestry

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:

~~project does not address Commissioner's priorities~~
3-year project
proposal addresses USDA priorities: conservation research, sustainability
development of no-till practices is essential to soil health in Androscott County
adoption will be enhanced if economic benefits can also be demonstrated
is it necessary to pay participating farmers to host field days?
if project improves soil health and increases potato production, then it will increase
markets (Commissioner's priority)
need to look carefully at personnel costs

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: Maine Potato Board (Dyer)
DATE: 4/6/2019
EVALUATOR NAME: Ellen McAdam
EVALUATOR DEPARTMENT:

Individual Evaluator Comments: Evaluating No-Till Production Practices in Potato Cropping Systems

[illegible]

No Till Production Practices
cash & cover Rent a no-till seeder
Personnel costs not listed in budget summary —
letters of support? confusing!
Jarak

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Potato Board

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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: Project: *Evaluating No-Till Prod. Practices in Potato Cropping Systems*

A. Application Format:	
1. All forms included in package? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Appendix A-Cover Page? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Appendix B – Debarment? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Appendix C – Litigation? <input checked="" type="radio"/> Yes <input type="radio"/> No	
SCBG Project Profile Template	
1. Complete? <input checked="" type="radio"/> Yes <input type="radio"/> No	
2. Dated? <input checked="" type="radio"/> Yes <input type="radio"/> No	
3. Signed? <input checked="" type="radio"/> Yes <input type="radio"/> No	
2. All information requested provided? <input checked="" type="radio"/> Yes <input type="radio"/> No	
3. Cost Proposal:	
a. Cover entire period of initial contract? <input checked="" type="radio"/> Yes <input type="radio"/> No	
b. Costs necessary to fully comply with terms/conditions and RFP requirements? <input checked="" type="radio"/> Yes <input type="radio"/> No	
c. No proposal prep costs included? <input checked="" type="radio"/> Yes <input type="radio"/> No	
d. Only costs incurred after contract effective date and related to implementation/operation. <input checked="" type="radio"/> Yes <input type="radio"/> No	
NOTES:	
B. Required Application Submission Components	
1. Project Purpose	
a. Specific issue/problem/interest/need addressed/included? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Why? <input checked="" type="radio"/> Yes <input type="radio"/> No	
b. Listing of objectives project hopes to achieve included? <input checked="" type="radio"/> Yes <input type="radio"/> No	
c. How objectives will address USDA identified issues? <input type="radio"/> Yes <input checked="" type="radio"/> No	
d. If marketing program if funding solely to enhance competitiveness of specialty crops? <input type="radio"/> Yes <input checked="" type="radio"/> No	
e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops? <input checked="" type="radio"/> Yes <input type="radio"/> No	
f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Potato Board

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? Yes <input checked="" type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No 235</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: ___1___ ___2___ ___3___ <input checked="" type="checkbox"/>4___ <input checked="" type="checkbox"/>5___ ___6___ ___7___ ___8___</p> <p>Indicator(s): ___1___ <input checked="" type="checkbox"/>2___ ___3___ ___4___ ___5___ ___6___ ___7___ <input checked="" type="checkbox"/>8___</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No Interviews, analysis, health tests, electronic files created, measured yields, grower correspondence, photos</p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Potato Board

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
☒ Yes ☐ No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? ☒ Yes ☐ No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
☒ Yes ☐ No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? ☒ Yes ☐ No *No till order.*
- e. Is the budget form from the application included? ☒ Yes ☐ No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? ☐ Yes ☐ No ☒ **NA**

Were any any letters of partnership support attached? ☐ Yes ☒ No

Comments:

Budget \$ 99,994.33
+ Error 1,287.00

\$ 101,281.33

Maine Potato Board Evaluating No-Till Production Practices

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.
increased potato yield

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

235 potato growers,
conservation agencies
equip. dealers

agronomists
crop advisors

/ \$101,281

JR 4.12.19

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: Maine Maple Producers
DATE: 4/5/2019
EVALUATOR NAME: Ellen McAdam
EVALUATOR DEPARTMENT:

Individual Evaluator Comments: Increasing Maine's Share of the Consumer Maple Products Market

Support Letters: None included, though Maine Breweries and Cooperative Extension are listed as supporters in the body of the proposal.
Background: Year 2 of a 3-year project to professionally produce and execute a marketing plan for the Maine maple industry. Project Annual Report indicates it is 75% complete. Initial figures point to an increase of 10% in industry income.
Purpose: This is an effort to realize more value by selling more retail maple products. Bulk sales currently account for 97% of total sales. The effort is expected to benefit 450 licensed maple producers.
This proposal covers implementation of remaining portions of the grant-developed marketing campaign. <ul style="list-style-type: none">- Completed: logo re-design, gift-guide, and new website, FB page, and other social media connections (Instagram, twitter, pinterest)- To do: professional design and photography for high-quality marketing materials- Have identified a need for part-time, paid staff to assist with marketing & admin. Considering paid student internships?- Also considering partnering with other Maine food producers to promote the "Maine" brand.
Efforts could become self-funding thru event banner sponsorships, sale of marketing materials, increased Association memberships, etc.
Budget: \$36,260
Impressive campaign. Can't help but notice how big Maine Maple Sunday has become over the last few years. Very effective marketing effort.
10-PT FONT?

marketing \$30K

addresses Commissioner priority - expanding markets, continuation grant
addresses USDA priority - consumption of specialty crops
marketing plan has already been done
what is new here - photos and recipes?
includes discussion of potential steps to be self-sustaining
do Southern ME producers have the capacity to receive more visitors on ME Maple
Sundae? many sites are already crowded with additional marketing increase sold on
this one weekend? how will project increase year-round sales?

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: Maine Maple Producers
DATE: 4/10/19
EVALUATOR NAME: Shannon Grimes
EVALUATOR DEPARTMENT:

Individual Evaluator Comments:

[illegible]

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Maple Producers

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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:

Project: Marketing Plan

A. Application Format:

1. All forms included in package? ☒ Yes ☐ No
 - Appendix A-Cover Page? ☒ Yes ☐ No
 - Appendix B – Debarment? ☒ Yes ☐ No
 - Appendix C – Litigation? ☒ Yes ☐ No
 - SCBG Project Profile Template
 1. Complete? ☒ Yes ☐ No
 2. Dated? ☒ Yes ☐ No
 3. Signed? ☒ Yes ☐ No
2. All information requested provided? ☒ Yes ☐ No
3. Cost Proposal:
 - a. Cover entire period of initial contract? ☒ Yes ☐ No
 - b. Costs necessary to fully comply with terms/conditions and RFP requirements? ☒ Yes ☐ No
 - c. No proposal prep costs included? ☒ Yes ☐ No
 - d. Only costs incurred after contract effective date and related to implementation/operation.
☒ Yes ☐ No

NOTES:

B. Required Application Submission Components

1. Project Purpose
 - a. Specific issue/problem/interest/need addressed/included? ☒ Yes ☐ No
Why? ☒ Yes ☐ No
 - b. Listing of objectives project hopes to achieve included? ☒ Yes ☐ No
 - c. How objectives will address USDA identified issues? ☐ Yes ☐ No
 - d. If marketing program if funding solely to enhance competitiveness of specialty crops?
☒ Yes ☐ No
 - e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops?
☒ Yes ☐ No
 - f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? ☒ Yes ☐ No ☐ NA

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Maple Producers

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or <u>beginning farmers</u> as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p> <p>Indicator(s): <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>Surveys - multiple ways 1-HH-111 New Eng AG Stat Reports too</i></p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

RFP #: RFP 201901012

BIDDER NAME: Maine Maple Producers

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- ## 6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? ☐ Yes ☒ No

Were any any letters of partnership support attached? ☐ Yes ☒ No

Comments:

Comments:

Agreement	Budget \$36,200
Payroll exp w/ OACF?	No letter?

Maine Specialty Products Marketing Plan

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

no

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
- 6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

450 licensed producers / \$36,260

JB 4.12.19

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012

RFP TITLE: Specialty Crop Block Grant

BIDDER NAME: MEHNA Plant Something at School

DATE: 4/16/19

EVALUATOR NAME: Noah Winslow

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:

2 of 2 year project: outreach program to PK-12 students in support of ME produce, dairy, specialty crop industry.

Increasing child and nutrition knowledge - USDA Priority

Possible concern with reference letters or endorsements not being present.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012

RFP TITLE: Specialty Crop Block Grant

BIDDER NAME: Maine Landscape and Nursery Association

DATE: 4/8/2019

EVALUATOR NAME: Ellen McAdam

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: *"Plant Something at School" a Two Year, Coordinated Outreach Program to Maine's PK-12 Students in Support of Maine's Nursery and Landscape Specialty Crop Industry."*

Support Letters: None included, though this project is in collaboration with the Maine School Garden Collaborative (MSGC,) which includes MELNA, Maine Ag in the Classroom (MAITC), ReTreeUS, and the Maine School Garden Network (MSGN.)
--

Background: This proposal is for the 2 nd year of a 2-year project
--

- | |
|---|
| <ul style="list-style-type: none">- to provide education initiatives for the next generation of Maine gardeners & consumers- to impact the workforce for the horticultural specialty crop industry by increasing knowledge of the industry and its benefits- 1st year of the project established the "Plant Something at School" (PSAS) initiative incl. marketing & lesson plans and identifying schools to work with |
|---|

Purpose: This portion of the proposal addresses building on last year's completed initiatives, as detailed in the proposal, and
--

- | |
|---|
| <ul style="list-style-type: none">- Administering student post-tests to gauge impact of the program at school year's end- Previewing the book draft at MAITC's Summer Teachers Institute and other places- Publishing the book for the 2020 MAITC ReadMe initiative- Adding more schools to the PSAS network- Etc., as detailed in the proposal |
|---|

Benefit: There are an unlimited number of beneficiaries to this project, if completed as proposed. K-12 students and their families, MELNA members, and pretty much anyone else in a "specialty crop industry.

Budget: \$54,738 (for 2 nd year)
--

Note: This project is complex and has a lot of moving parts. If well-managed (and it seems to be so far) it's a great one.

PK-12 students

40% increase in young farmers 2007-2012 compared to 1.5% nationally.

Grow jobs

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: MELNA Plant Something at Schools
DATE: 4/11/19
EVALUATOR NAME: Shannon Grimes
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.

Collaborative with other similar agencies.
Also to raise awareness of IPM?
Well-organized timetable and deliverables.
A valuable effort, reaching lots of school children through collaboration, with materials that increase knowledge about many specialty crops.
Total budget Y1 \$46,580, Y2 \$54,738, Y3 101,318

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012

RFP TITLE: Specialty Crop Block Grant

BIDDER NAME: Maine Landscaping & Nursery Association - Plant Something

DATE: 4/12/19

EVALUATOR NAME: Tom Gordon

EVALUATOR DEPARTMENT: Agriculture, Conservation & Forestry

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:

addresses Commissioner's priorities: continuation grant, domestic market expansion
addresses USDA priorities: increased awareness of specialty crops

builds and expands on prior year successes

indicators are specific

educating future consumers is important for long-term sustainability

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: MELNA Plant Something at School

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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:

Project:

Plant Something @ School

A. Application Format:

1. All forms included in package? ☒ Yes ☐ No
Appendix A-Cover Page? ☒ Yes ☐ No
Appendix B – Debarment? ☒ Yes ☐ No
Appendix C – Litigation? ☒ Yes ☐ No
SCBG Project Profile Template
 1. Complete? ☒ Yes ☐ No
 2. Dated? ☒ Yes ☐ No
 3. Signed? ☒ Yes ☐ No
2. All information requested provided? ☒ Yes ☐ No
3. Cost Proposal:
 - a. Cover entire period of initial contract? ☒ Yes ☐ No
 - b. Costs necessary to fully comply with terms/conditions and RFP requirements? ☒ Yes ☐ No
 - c. No proposal prep costs included? ☒ Yes ☐ No
 - d. Only costs incurred after contract effective date and related to implementation/operation.
☒ Yes ☐ No

NOTES:

B. Required Application Submission Components

1. Project Purpose
 - a. Specific issue/problem/interest/need addressed/included? ☒ Yes ☐ No
Why? ☒ Yes ☐ No
 - b. Listing of objectives project hopes to achieve included? ☒ Yes ☐ No
 - c. How objectives will address USDA identified issues? ☒ Yes ☐ No
 - d. If marketing program if funding solely to enhance competitiveness of specialty crops?
☒ Yes ☐ No
 - e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops?
☒ Yes ☐ No
 - f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? ☒ Yes ☐ No ☐ NA

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: MELNA Plant Something at School

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>Affect Disad / Begin Farmers - no!</i></p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>100K School children / gen public / businesses</i></p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>outcome indicators</i></p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 8</p> <p>Indicator(s): <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>Surveys / Google Analytics</i></p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: MELNA Plant Something at School

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
☒ Yes ☐ No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? ☒ Yes ☐ No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
☒ Yes ☐ No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? ☐ Yes ☐ No ☒ **NA**
- e. Is the budget form from the application included? ☒ Yes ☐ No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? ☐ Yes ☐ No

Were any any letters of partnership support attached? ☐ Yes ☒ No

Comments:

Budget \$ 101,318.00

MELNA

Plant Something
@ School

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

100K children
gen public
businesses

/ \$101,318 21K

JP 4-12-19

IPM Education to Homeowner + Urban Industry

Satisfies Pest control and Sustainability expectations @ USDA

Satisfies More Environmental priority area - IPM.

Sales increase or Job creation seems to be a stretch for the IPM Educational efforts.

Budget item for Flowers show sponsorship - Not allowed by USDA or program (?)

IPM Education is as important for industry but this proposal seems to have room for more focused educational approaches.

EVALUATOR DEPARTMENT:

Maine Landscape and Nursery Association
Integrated Pest Management
Marketing Google Analytics + Cision Marketing Software
29,000 attendees to MFS in 2018
\$86K

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: Maine Landscape and Nursery Association
DATE: 4/7/2019
EVALUATOR NAME: Ellen McAdam
EVALUATOR DEPARTMENT:

Individual Evaluator Comments: A Marketing Program to Promote Safe, Sustainable Specialty Crops to Buyers and Producers through IPM Education

Note: The lack of IPM education for the general public has long been a problem for the specialty crop industry. IPM has developed a bad reputation as being “just an excuse to spray.” This proposal sounds like a great way to start the public’s education.

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: MELNA IPM
DATE: 4/10/19
EVALUATOR NAME: Shannon Grimes
EVALUATOR DEPARTMENT:

Individual Evaluator Comments:

[illegible]

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: MELNA IPM

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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Individual Evaluator Comments:

Project:

IPM Education Project

A. Application Format:

1. All forms included in package? ☒ Yes ☐ No
 - Appendix A-Cover Page? ☒ Yes ☐ No
 - Appendix B – Debarment? ☒ Yes ☐ No
 - Appendix C – Litigation? ☒ Yes ☐ No
 - SCBG Project Profile Template
 1. Complete? ☒ Yes ☐ No
 2. Dated? ☒ Yes ☐ No
 3. Signed? ☒ Yes ☐ No
2. All information requested provided? ☒ Yes ☐ No
3. Cost Proposal:
 - a. Cover entire period of initial contract? ☒ Yes ☐ No
 - b. Costs necessary to fully comply with terms/conditions and RFP requirements? ☒ Yes ☐ No
 - c. No proposal prep costs included? ☒ Yes ☐ No
 - d. Only costs incurred after contract effective date and related to implementation/operation.
☒ Yes ☐ No

NOTES:

B. Required Application Submission Components

1. Project Purpose
 - a. Specific issue/problem/interest/need addressed/included? ☒ Yes ☐ No
Why? ☒ Yes ☐ No
 - b. Listing of objectives project hopes to achieve included? ☒ Yes ☐ No
 - c. How objectives will address USDA identified issues? ☒ Yes ☐ No
 - d. If marketing program if funding solely to enhance competitiveness of specialty crops?
☒ Yes ☐ No
 - e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops?
☒ Yes ☐ No
 - f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? ☐ Yes ☒ No ☐ NA

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: MELNA IPM

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No 32,600 → 1.35 million</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 8</p> <p>Indicator(s): <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No gather data by firm, survey participants Google Analytics, post buy analysis</p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: MELNA IPM

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
☒ Yes ☐ No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? ☒ Yes ☐ No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
☒ Yes ☐ No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? ☐ Yes ☐ No ☒ **NA**
- e. Is the budget form from the application included? ☒ Yes ☐ No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? ☐ Yes ☐ No

Were any any letters of partnership support attached? ☐ Yes ☐ No

Comments:

Budget \$ 86,950⁰⁰
Fiquer Show Sponsorship - no!

MELNA IPM
IPM Education
Project

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

32,600 beneficiaries / \$86,950

JTB 4.12.19

New - Practice safety regarding sanitation etc. Trainings
Very much inline with USDA Food Safety spec.
how on the outcomes area. Indicators
Project may be better suited for extension or eval Program
that would give a better ROI.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Farm Bureau

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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:

Project: Address Sanitizer Gaps

<p>A. Application Format:</p> <p>1. All forms included in package? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix A-Cover Page? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix B – Debarment? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix C – Litigation? <input checked="" type="radio"/> Yes <input type="radio"/> No SCBG Project Profile Template 1. Complete? <input checked="" type="radio"/> Yes <input type="radio"/> No 2. Dated? <input checked="" type="radio"/> Yes <input type="radio"/> No 3. Signed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>2. All information requested provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>3. Cost Proposal: a. Cover entire period of initial contract? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Costs necessary to fully comply with terms/conditions and RFP requirements? <input checked="" type="radio"/> Yes <input type="radio"/> No c. No proposal prep costs included? <input checked="" type="radio"/> Yes <input type="radio"/> No d. Only costs incurred after contract effective date and related to implementation/operation. <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>NOTES:</p>
<p>B. Required Application Submission Components</p> <p>1. Project Purpose a. Specific issue/problem/interest/need addressed/included? <input checked="" type="radio"/> Yes <input type="radio"/> No Why? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Listing of objectives project hopes to achieve included? <input checked="" type="radio"/> Yes <input type="radio"/> No c. How objectives will address USDA identified issues? <input type="radio"/> Yes <input type="radio"/> No d. If marketing program if funding solely to enhance competitiveness of specialty crops? <input type="radio"/> Yes <input type="radio"/> No e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops? <input type="radio"/> Yes <input type="radio"/> No f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Farm Bureau

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? O Yes O No • NA</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? O Yes O No • NA</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? • Yes O No Charge a fee</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? O Yes • No If not, is how does it supplement indicated? O Yes O No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? • Yes O No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? • Yes O No 300</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? O Yes • No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? • Yes O No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? • Yes O No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? O Yes • No</p> <p>Outcome: ___1___ ___2___ ___3___ ___4___ ___5___ ___6___ ✓ ___7___ ___8___</p> <p>? Indicator(s): ___1___ ___2___ ___3___ ___4___ ___5___ ___6___ ___7___ ___8___</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? • Yes O No email survey / class survey</p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? • Yes O No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? • Yes O No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Farm Bureau

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
☒ Yes ☐ No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? ☒ Yes ☐ No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
☒ Yes ☐ No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? Yes ☒ No
- e. Is the budget form from the application included? ☒ Yes ☐ No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? ☐ Yes ☐ No ☒ NA

Were any any letters of partnership support attached? ☒ Yes ☐ No 5

Comments:

Budget \$75,205

ME Farm Bureau

Address Shortage Gaps

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

30 / greater knowledge sanitizer technologies

Anticipated benefit in relation to proposed cost.

30 / 75,205

JB 4.12.19

~~Total~~ 75K

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012

BIDDER NAME: Maine Farm Bureau

DATE: 4/4/2019

EVALUATOR NAME: Ellen McAdam

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: Plan to address gaps re: state-specific uses of sanitizers under FSMA

Support letters: Jason Bolton(UMaine food safety specialist), Maine BPC, AgMatters, MSFVGA, MBC
Background: Produce Safety Association (PSA) materials used for FSMA education purposes list sanitizers but provide no guidance for their use.
Purpose of the grant: To minimize the risks of over- or under-use of sanitizer products and explain the risks associated with certain classes of chemical sanitizers. Would also indicate which sanitizers are labelled for use in Maine (?)
Notes: This education effort could benefit 300+ growers and would develop training materials for use in future years.
Incentive to attend training (up to 20 hrs provided by grant funding) would include 1 pesticide recertification credit.
The list of supporters suggests there is a need for this. Notes indicate the program could be self-funded if participants are asked to pay a fee (not unusual for training of this type.)
<ul style="list-style-type: none">- Provides unique training opportunity- Well-written proposal- Written support from 2 specialty crop groups, a State regulatory agency, and a food safety specialist
Budget: ⁵ \$72 ,205
Most of the \$ (\$63,750) is for the specialized consultant uniquely qualified to produce the training materials and conduct the training.

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: Maine Farm Bureau
DATE: 4/10/19
EVALUATOR NAME: Shannon Grimes
EVALUATOR DEPARTMENT:

Individual Evaluator Comments:

[illegible]

addresses Commissioner's priority: food safety
addresses USDA priorities - food safety, FSMA, pest and disease control
project costs approximately \$250 per participant
not clear on how participants will be selected
- how many training classes? video conferences?
how will outcomes be measured?
1-year proposal?
high cost for consultant with limited contact hours with producers
over-qualified for the work needed?

This is year 2 of 3 year proposal.

Total budget - ~44K

Overall good benefit

Better outcome designations would benefit this proposal.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: AgMatters Keeping Up With SPR

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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: Project: *Keeping Up w/ Produce Safety Rule*

A. Application Format:

1. All forms included in package? ☒ Yes ☐ No
 - Appendix A-Cover Page? ☒ Yes ☐ No
 - Appendix B – Debarment? ☒ Yes ☐ No
 - Appendix C – Litigation? ☒ Yes ☐ No
 - SCBG Project Profile Template
 1. Complete? ☒ Yes ☐ No
 2. Dated? ☒ Yes ☐ No
 3. Signed? ☒ Yes ☐ No
2. All information requested provided? ☒ Yes ☐ No
3. Cost Proposal:
 - a. Cover entire period of initial contract? ☒ Yes ☐ No
 - b. Costs necessary to fully comply with terms/conditions and RFP requirements? ☐ Yes ☐ No
 - c. No proposal prep costs included? ☒ Yes ☐ No
 - d. Only costs incurred after contract effective date and related to implementation/operation.
☒ Yes ☐ No

NOTES: Insurance is an indirect cost and if AgMatters has both proposals awarded then insurance only due 1 time at \$2233⁰⁰.

B. Required Application Submission Components

1. Project Purpose
 - a. Specific issue/problem/interest/need addressed/included? ☒ Yes ☐ No
Why? ☒ Yes ☐ No
 - b. Listing of objectives project hopes to achieve included? ☒ Yes ☐ No
 - c. How objectives will address USDA identified issues? ☐ Yes ☐ No
 - d. If marketing program if funding solely to enhance competitiveness of specialty crops?
☒ Yes ☐ No
 - e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops?
☒ Yes ☐ No
 - f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? ☒ Yes ☐ No ☐ NA

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: AgMatters Keeping Up With SPR

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input type="radio"/> Yes <input type="radio"/> No</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>250 Beneficiaries</i></p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input type="checkbox"/> 8</p> <p>Indicator(s): <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>Show of Hands at Meetings Written Survey - 2 questions</i></p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: AgMatters Keeping Up With SPR

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
☒ Yes ☐ No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? ☒ Yes ☐ No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
☒ Yes ☐ No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? ☐ Yes ☐ No ☒ N/A
- e. Is the budget form from the application included? ☒ Yes ☐ No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? ☐ Yes ☒ No ☒ N/A

Were any any letters of partnership support attached? ☒ Yes ☐ No **4**

Comments:

Budget \$44,283

AG Mattews - Keeping Up
w/PSR

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

300-250 attendees/farmers

Anticipated benefit in relation to proposed cost.

several thousand ME farms / \$44,383

JB 4.12.19

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: AgMatters LLC
DATE:4/3/2019
EVALUATOR NAME: Ellen McAdam
EVALUATOR DEPARTMENT:

Individual Evaluator Comments: Keeping Up with the Produce Safety Rule (PSR)

[illegible]

yr 2 of 3
250 beneficiaries
\$44E

[illegible]

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012

RFP TITLE: Specialty Crop Block Grant

BIDDER NAME: Ag Matters LLC - Produce Safety Rule

DATE: 4/12/19

EVALUATOR NAME: Tom Gordon

EVALUATOR DEPARTMENT: Agriculture, Conservation & Forestry

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:

addresses Commissioner's priorities - continuation grant, food safety
addresses USDA priorities - Food safety, FSMA
builds on prior year work
- details of regulatory standards have not been finalized
- do delays in Federal regulations affect the timing of the project?
strong support from interest groups - "unique program"
growers may be unwilling to sustain costs of assistance without grant support
outcome indicators assume a 20% failure rate - seems high
learning measured by public show of hands - peer pressure could skew results
project costs about \$175 per participant
* insurance costs are duplicated in another project

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012

RFP TITLE: Specialty Crop Block Grant

BIDDER NAME: Ag Matters LLC - Food Safety Planning

DATE: 4/12/19

EVALUATOR NAME: Tom Gordon

EVALUATOR DEPARTMENT: Agriculture, Conservation & Forestry

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:

addresses Commissioner's priorities - continuation grant, food safety
addresses USDA priorities - food safety, FSMA
builds on prior year and prior projects

project is not sustainable without grant funding, according to the applicant
strong support from ag. interest groups

outcome indicators suggest a 20% failure rate - why?

*note that insurance expenses duplicated in another proposal

low-cost proposal
project costs approximately \$600 per participant

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: Ag Matters LLC – Food Safety Planning
DATE: 4/10/19
EVALUATOR NAME: Shannon Grimes
EVALUATOR DEPARTMENT:

Individual Evaluator Comments:

[illegible]

RFP #: 201901901012
RFP TITLE: Specialty Crop Block Grant
BIDDER NAME: AgMatters LLC
DATE: 4/2/2019
EVALUATOR NAME: Ellen McAdam
EVALUATOR DEPARTMENT:

Individual Evaluator Comments: Food Safety Planning

Support letters: MSPS, MOFGA, MVSFGA, WBC
Background: Year 2 of a 3-year project. This portion will provide guidance to optimize food safety recordkeeping for dealing with 3 rd party audits and the Produce Safety Rule (under FSMA) <u>and</u> how keeping these records could help with business decision-making.
Purpose: To help up to 50 growers/year recognize what records need to be kept, to provide guidance in writing SOP's, and to help growers find uses other than compliance for the records kept.
<ul style="list-style-type: none">- Hopefully, this training will lead to reduced work time and stress by utilizing one set of records, required by law, for multiple purposes.- This grant could affect ALL specialty crop producers, but the likelihood for becoming self-sustaining is low.- Annual report for the first year indicates all objectives were met to 98%
AgMatters is well known to most commercial farmers and has been involved in Food Safety training since the beginning.
Budget: \$29,233
OUTCOME? + INDICATORS: JUST 2 QUESTIONS @ END OF PRESENTATIONS. NOT ENOUGH.

holistic road-keeping, SOPs, safety matters
24K

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: AgMatters Food Safety Planning

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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:

Project:

Food Safety Planning

A. Application Format:

1. All forms included in package? ☒ Yes ☐ No
 - Appendix A-Cover Page? ☒ Yes ☐ No
 - Appendix B – Debarment? ☒ Yes ☐ No
 - Appendix C – Litigation? ☒ Yes ☐ No
 - SCBG Project Profile Template
 1. Complete? ☒ Yes ☐ No
 2. Dated? ☒ Yes ☐ No
 3. Signed? ☒ Yes ☐ No
2. All information requested provided? ☒ Yes ☐ No
3. Cost Proposal:
 - a. Cover entire period of initial contract? ☒ Yes ☐ No
 - b. Costs necessary to fully comply with terms/conditions and RFP requirements? ☐ Yes ☐ No
 - c. No proposal prep costs included? ☒ Yes ☐ No
 - d. Only costs incurred after contract effective date and related to implementation/operation.
☒ Yes ☐ No

NOTES: Budget for this portion, not including previous grant or next application for 2021.

Indirect Cost - Insurance covered by the grant awarded to both proposals by the TMS.

B. Required Application Submission Components

1. Project Purpose
 - a. Specific issue/problem/interest/need addressed/included? ☒ Yes ☐ No
Why? ☒ Yes ☐ No
 - b. Listing of objectives project hopes to achieve included? ☒ Yes ☐ No
 - c. How objectives will address USDA identified issues? ☐ Yes ☐ No
 - d. If marketing program if funding solely to enhance competitiveness of specialty crops?
☐ Yes ☐ No ☒ NA
 - e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops?
☐ Yes ☐ No
 - f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? ☒ Yes ☐ No ☐ NA

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: AgMatters Food Safety Planning

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>50 project and several thousand farmers</i></p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p> <p>Indicator(s): <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>Survey / Evaluation / only 2 ??s</i></p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: AgMatters Food Safety Planning

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?

☒ Yes ☐ No

Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? ☐ Yes ☐ No

- c. Are all allowable costs budgeted in accordance with the USDA's requirements?

☒ Yes ☐ No

Liability Insurance = indirect cost = Allowable

- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? ☐ Yes ☐ No ☒ N/A

- e. Is the budget form from the application included? ☒ Yes ☐ No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? ☐ Yes ☐ No ☒ N/A

Were any any letters of partnership support attached? ☒ Yes ☐ No 4

Comments:

Budget \$29,233 -

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

All specialty crop growers - efficiency taught

Anticipated benefit in relation to proposed cost.

Several thousand ME Farms / \$29,233



STATE OF MAINE
DEPARTMENT OF Agriculture, Conservation &
Forestry

Janet T. Mills
Governor

Amanda E. Beal
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

I, Janet Sawyer accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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.

Janet Sawyer
Signature

April 15, 2019
Date



STATE OF MAINE
DEPARTMENT OF Agriculture, Conservation &
Forestry

Janet T. Mills
Governor

Amanda E. Beal
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant

I, Shannon Grimes accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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.

Shannon Grimes
Signature

4/10/19
Date



STATE OF MAINE
DEPARTMENT OF Agriculture, Conservation &
Forestry

Janet T. Mills
Governor

Amanda E. Beal
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant

I, Ellen M. McAdam accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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.

Ellen M. McAdam
Signature

04/03/2019
Date



STATE OF MAINE
DEPARTMENT OF Agriculture, Conservation &
Forestry

Janet T. Mills
Governor

Amanda E. Beal
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant

I, Thomas U. Gordon accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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

April 1, 2019
Date



STATE OF MAINE
DEPARTMENT OF Agriculture, Conservation &
Forestry

Janet T. Mills
Governor

Amanda E. Beal
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

I, Jay Bonenfant accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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.

Jay Bonenfant
Signature

4.11.19
Date



STATE OF MAINE
DEPARTMENT OF Agriculture, Conservation &
Forestry

Janet T. Mills
Governor

Amanda E. Beal
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant

I, Noah G. Winslow accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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

4-16-19
Date