

State of Maine Procurement Justification Form

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below. All responses (except signatures) must be typed; no hand-written forms will be accepted. See the guidance document posted with this form on the Division of Procurement Services website (Forms page) for additional instructions.

PART I: OVERVIEW

Department Office/Division/Program:		Labor/BES			
Department Contract Administrator or Grant Coordinator:		Angelina Klouthis Jean			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	\$ 515,599	Advantage CT / RQS #:	20221219*1712		
CONTRACT	Proposed Start Date:	11/1/2022	Proposed End Date:	12/30/2024	
AMENDMENT	Original Start Date:		Effective Date:		
	Previous End Date:		New End Date:		
GRANT	Project Start Date:		Grant Start Date:		
	Project End Date:		Grant End Date:		
Vendor/Provider/Grantee Name, City, State:		Institute for Community Inclusion, University of Massachusetts - Boston, Boston, Massachusetts			
Brief Description of Goods/Services/Grant:		Technical assistance and training pertaining to development, implementation and evaluation of the Progressive Employment model of employment services for individuals with barriers to employment			

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
X	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents		J. Willing and Qualified
	E. Emergency		K. Client Choice
	F. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION

Please respond to ALL of the following:

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

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PART III: SUPPLEMENTAL INFORMATION

This initiative will expand the utilization of Progressive Employment, an evidence-based dual customer practice proven successful in increasing the employment of individuals who have not been traditionally employed in the workforce, including those who have little or no work history due to barriers - including stigma - but want to work. For the last five years, MDOL's Division of Vocational Rehabilitation incrementally and successfully deployed Progressive Employment statewide to employers and people with disabilities of all ages who are seeking employment. This contract will allow MDOL to pilot this evidence-based approach among two communities disproportionately impacted by the COVID-19 pandemic and facing significant barriers to employment—individuals who are justice-involved and those in recovery. Engagement of this previously untapped workforce will be key to Maine's economic recovery and the achievement of adding 75,000 workers to our talent pool as identified in the 10-Year Economic Development Strategy.

Additionally, funding in this contract from the Division of Vocational Rehabilitation will support continued technical assistance and training – including through a community of practice - to maintain fidelity of implementation of Progressive Employment for employers and jobseekers with disabilities served through the Division.

2. Provide a brief justification for the selected vendor to supplement the response in Part II.

For over 50 years, the Institute for Community Inclusion (ICI) located at the University of Massachusetts Boston has worked to promote the employment of people from marginalized communities.

ICI has conducted research on the Progressive Employment model over the last 10 years. They are the only organization that provides technical assistance and training nationally on this model making them uniquely qualified to deliver these services to the State of Maine.

ICI has a proven track record of delivering high quality technical assistance and training on Progressive Employment to the Maine Division of Vocational Rehabilitation as part of the Transition Work Based Learning Model Demonstration Grant. They met contract deliverables as scheduled and at the agreed upon cost. ICI has staff who are very knowledgeable about the Maine economy and workforce – including individuals who are based in Maine.

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

Negotiated costs are based on rates for similar services purchased from this vendor previously. They are in alignment with national rates for technical assistance and training.

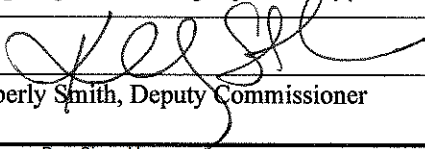
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4. Describe the plan for future competition for the goods or services.

At this time, this vendor is the unique source for technical assistance and training. Should that change in the future, a competitive bidding process would be conducted in accordance with state procurement policies.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
Printed Name:	Kimberly Smith, Deputy Commissioner	Date:	12/15/2022
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Kathy Paquette</i>		
	<small>41C2BA36FAF44CD...</small>		
Printed Name:	Kathy Paquette	Date:	1/3/2023