

**PROCUREMENT JUSTIFICATION FORM (PJF)**

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 intranet site (Forms page) for additional instructions.*

**PART I: OVERVIEW**

Department Office/Division/Program:		DHHS/OCFS/Violence Prevention		
Department Contract Administrator or Grant Coordinator:		Jennifer Levesque / Stacy Martin		
(If applicable) Department Reference #:		OVP-24-2210A		
Amount: (Contract/Amendment/Grant)	Current:	\$6,577,488.04	Advantage CT / RQS #:	
	Amend A:	\$334,998.00		
	Revised:	\$6,912,486.04		
		CT 10A	20230808*284	
CONTRACT	Proposed Start Date:		Proposed End Date:	
	Original Start Date:	10/1/2023	Effective Date:	10/1/2023
AMENDMENT	Previous End Date:	9/30/2024	New End Date:	No change
	Project Start Date:		Grant Start Date:	
GRANT	Project End Date:		Grant End Date:	
	Vendor/Provider/Grantee Name, City, State:		Maine Coalition Against Sexual Assault Augusta, ME	
Brief Description of Goods/Services/Grant:		Sexual Assault Coalition		

**PART II: JUSTIFICATION FOR VENDOR SELECTION**

Check the box below for the justification(s) that applies to this request. (Check all that apply.)

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

Please respond to ALL of the questions in the following sections.

<b>PART III: SUPPLEMENTAL INFORMATION</b>	
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.	<p>The purpose of this Agreement is to deliver a statewide service of intervention and prevention programming in response to Sexual Violence and Sex Trafficking and Sexual Exploitation, to address the emergent needs of Victims and to engage communities and institutions in Systemic Change. The Provider shall ensure: 1) Management and oversight of the Sexual Assault Support Centers (SASCs) and the Children’s Advocacy Centers (CACs) for the terms set forth in this Agreement as well as 2) The provision of quality intervention and prevention services by the statewide network of SASCs and CACs.</p> <p>This Amendment is being done to restore Part II Budget funding and CAPT funding removed from the renewal contract.</p>
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	<p>22 M.R.S.A § 1663. Rules, recognizes the Maine Coalition Against Sexual Assault (MECASA) as the state subject matter expert regarding sexual assault and rape.</p> <p>The Department relies on MECASA to provide services and training that keep field staff up to date and proficient in issues and trends in the field, changes to the criminal code, and other statutory requirements. MECASA also provides training, monitoring and written review of specific quality assurance standards for all sexual assault centers in Maine.</p> <p>The expansion of the Child Advocacy Centers statewide was a significant initiative for the Department, and it was based on priorities set by the Department and the Governor’s Office. MECASA has been the lead partner in the CAC initiative in Maine. It provides all training and technical assistance to each CAC and manages the standards of accreditation for CACs. MECASA will also serve as a pass-through for federal VOCA funds to the Child Advocacy Centers and other services.</p> <p>Working with MECASA is also the most coordinated, efficient, and effective way to manage standards and quality across the State for services for victims of sexual assault, child sexual abuse, stalking and human sex trafficking.</p>
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	<p>The costs for these services are comparable to costs allocated to providers of similar services within the State and New England.</p>
4. Describe the plan for future competition for the goods or services.	<p>The Department does not intend to seek competitive bids for this service as MECASA is the State’s only sexual assault coalition. The Department recently completed a statewide victim needs assessment and the outcome, together with additional supplemental information, will inform the future strategic funding plan for violence prevention services.</p>

**PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)**


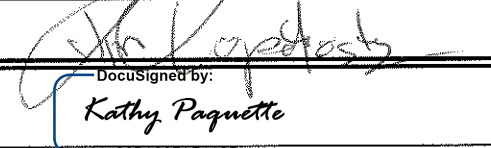
Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

**PART V: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):		
Typed Name:		Date: 4-Dec-23
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small>  <small>41C2BA36FAF44CD...</small>	
Typed Name:	Kathy Paquette	Date: 1/17/2024