

## State of Maine Procurement Justification Form

This form must accompany ALL contract requests and sole source requisitions submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below.

PART I: OVERVIEW			
Department Office/Division/Program:		DOL/BRS/DVR	
Department Contract Administrator or Grant Coordinator:		Samantha Fenderson	
(If applicable) Department Reference #:			
Estimated Contract or Grant Amount:	\$52,000	Advantage CT / RQS #:	CT 12A 20200113000000002070
AMENDMENT	Original Start Date:		New Start Date:
	Original End Date:		New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
ALL OTHER	Proposed Start Date:	1/1/2020	Proposed End Date: 9/30/2020
Vendor/Provider/Grantee Name, City, State:		Goodwill Industries NNE, Gorham, Maine	
Brief Description of Goods/Services/Grant:		Delivery of Pre-Employment Transition services to high schools in Somerset County.	

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request.			
	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 QUESTIONS
Please respond to ALL of the following questions.
<b>1. Provide a more detailed description of the goods, services or grant to supplement the response in Part I.</b>
Goodwill NNE will provide Pre-Employment Transition Services to Potentially eligible or VR eligible students with disabilities referred or approved by DVR in Somerset County. The services will include the five Pre-ETS activities defined by WIOA. For individuals who are VR eligible, actual services must be consistent with the client's Individual Plan for Employment and must be pre-authorized by the client's VRC. Goodwill will deliver the Bootcamp curriculum to identified schools throughout Somerset County.

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### PART III: SUPPLEMENTAL QUESTIONS

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

With the passage of WIOA, DVR has been charged to provide five services statewide upon the request to students with disabilities. These services, Pre-Employment Transition Services, are intended to promote the preparation of students with disabilities to enter competitive, integrated employment in the Maine workforce. Goodwill NNE has provided these services over the last two years in other areas of the State and have demonstrated success through the in-class Bootcamp curriculum coupled with the summer work-based learning experiences.

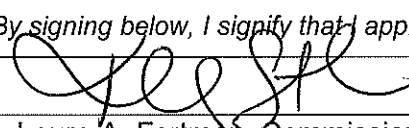

**3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.**

The curriculum costs \$1500 per student. \$1,000 to be paid at onset of Bootcamp, \$500 to be paid at completion. We are estimating up to 35 students being served. 15% of DVR's budget is required to be spent on students with disabilities.

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

DVR will assess at completion of grant date the delivery of services, customer satisfaction and results of the Bootcamp and summer work-based experiences to decide on future needs.

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	Laura A. Fortman, Commissioner	<b>Date:</b>	1/29/2020
<b>Signature of DAFS Procurement Official:</b>			
	<small>DocuSigned by: Kathy Paquette</small>		
<b>Printed Name:</b>	kathy Paquette	<b>Date:</b>	2/19/2020