

## 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:		MDOL – Division of Vocational Rehabilitation		
Department Contract Administrator or Grant Coordinator:		Samantha Fenderson		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$75,000	Advantage CT / RQS #:	20201207*1726	
CONTRACT	Proposed Start Date:	10/01/2020	Proposed End Date:	09/30/2021
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:		Goodwill Industries Northern NE, Gorham, ME		
Brief Description of Goods/Services/Grant:		Delivery of <i>Pre-Employment Transition Services</i> for up to 50 individuals with disabilities, to include: Self-advocacy, Counseling on Post-Secondary Education Opportunities; Job Exploration Counseling; Access and encouragement to participate in Work-Based Learning Experiences.		

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
<b>X</b>	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:
<b>1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.</b>

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## PART III: SUPPLEMENTAL INFORMATION

**With the passage of the Workforce Innovation and Opportunity Act (WIOA), the Maine Division of Vocational Rehabilitation (DVR) was charged to provide five new services statewide upon request to students with disabilities. These services, called Pre-Employment Transition Services (Pre-ETS), are intended to promote the preparation of students with disabilities to enter competitive, integrated employment in the Maine workforce. DVR is required to report on a quarterly basis to the Rehabilitation Services Administration (RSA) on the numbers of students receiving these services as well as the specific services being delivered. DVR is working with partners across the state to pilot models of Pre-ETS to determine which is the most effective. Goodwill Industries NNE has a track record of providing effective services to youth and has a long-established presence in the Bath/Brunswick area.**

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

DVR is charged with providing Pre-ETS services statewide but currently has neither the staffing levels nor pre-existing vendor relationships to meet the requirement to provide the needed level of services in the Bath/Brunswick area. Specifically, DVR has found the Bath/Brunswick area as to be "hard to serve". There are no other state agencies who can provide this service on behalf of DVR. Through this pilot initiative, DVR will serve up to 50 students with disabilities in the Bath/Brunswick area.

Goodwill Industries NNE has created a pilot curriculum that delivers all five of the Pre-ETS services.

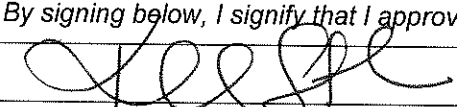
**3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.**

DVR is proposing a per student fee of \$1500. This fee will cover delivery of the five Pre-Employment Transition Services identified above. Through comparison with similar initiatives being provided elsewhere in the state – and in other states – DVR is confident that this is a fair and reasonable price. Goodwill NNE will leverage other resources to allow for the cost and services to be provided in the most economical way possible.

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

Through this pilot initiative, DVR will serve 50 students with disabilities in the Bath/Brunswick area in the coming year. At the completion of the pilot, DVR will assess the feasibility of statewide replication. When that occurs, DVR will also explore issuing an RFP as appropriate.

## 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>	2/4/2021
<b>Signature of DAFS Procurement Official:</b>	<i>Kathy Paquette</i>		
	<small>41C2BA36FAF44CD...</small>		
<b>Printed Name:</b>	Kathy Paquette	<b>Date:</b>	2/8/2021