



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:	Department of Education / Office of School and Student Supports		
Department Contract Administrator or Grant Coordinator:	Amelia Lyons		
(If applicable) Department Reference #:	n/a		
Amount: (Contract/Amendment/Grant)	\$ 200,000	Advantage CT / RQS #:	20210903*0585
CONTRACT	Proposed Start Date:	9/1/2021	Proposed End Date: 8/30/2024
AMENDMENT	Original Start Date:	9/1/2021	Effective Date: 1/31/2022
	Previous End Date:	8/30/2024	New End Date: 8/30/2024
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:	Preble Street, 38 Preble St, Portland, ME 04101		
Brief Description of Goods/Services/Grant:	McKinney-Vento Implementation through American Rescue Plan – Homeless Children and Youth, State Reservation		

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.

PART III: SUPPLEMENTAL INFORMATION

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

The services provided under this contract are to support the identification, outreach, and provision of services to children, youth, and families who qualify as McKinney-Vento. The provider offers wrap around services and referrals for the children and youth and connect them to their local McKinney-Vento liaison for additional support and assists the Maine Department of Education with a professional development project to Local Education Agencies throughout the state regarding their unique expertise in the field of serving people experiencing homelessness. The additional funding in the amendment will allow for greater outreach for these services provided under the contract. For example, the funding can support a full-time position instead of just a half-time position.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

Preble Street is uniquely qualified to provide these services in the Southern region of the state because they are already the recognized provider in this region.

Preble Street established Preble Street Teen Services (PSTS) in 1996 to provide low-barrier shelter and services to youth experiencing homelessness in Portland, Maine. In the ensuing 25 years, Teen Services has grown to include the largest licensed youth shelter in the state of Maine (24 beds), a Drop-in Teen Center, a statewide Mobile Outreach program, and multiple transitional and rapid rehousing housing programs for youth. Today, PSTS provides comprehensive statewide services to runaway and homeless youth 24 hours a day, 365 days per year.

Preble Street Teen Services is uniquely qualified to provide support, training, and professional development for McKinney-Vento liaisons throughout Region 1 and the state of Maine. We acutely understand the many needs of youth experiencing homelessness and provide regular internal and external trainings on topics such as: trauma-informed care, positive youth development, Adverse Childhood Experiences (ACE's), human trafficking, and root causes of homelessness. Our staff have significant expertise identifying and supporting students experiencing homelessness, particularly those populations of youth who have been historically underserved by systems of care (including, but not limited to rural youth, Tribal youth, students of color, youth with disabilities, English learners, LGBTQIA+ youth, pregnant and parenting youth, etc). Portland, Maine is a primary hub for unaccompanied asylum-seeking youth, often referred to as New Mainers, and therefore Preble Street Teen Services is often the first place many of these young people land upon arriving in Maine with few supports and frequently no English language skills. Between FY 2016-2019 PSTS served 67 unaccompanied refugee youth with shelter and case management services. These youth come from all over the world – with the largest groups from the Democratic Republic of Congo (22) and Angola (20) – and need English language instruction and help finding housing and jobs, completing their secondary education, and accessing post-secondary education and training. Teen Services has a caseworker who is specifically trained to work with the nuanced and specialized needs of unaccompanied asylum-seeking youth.

PSTS is the sole provider of comprehensive homeless youth services in Region 1 (York and Cumberland counties), and we work closely with McKinney-Vento liaisons in school districts throughout the region. Our ongoing collaboration with local district liaisons allows us to quickly identify and respond to student needs as they arise throughout the year. Our unique expertise working with these specific populations make us well-

PART III: SUPPLEMENTAL INFORMATION

positioned to support McKinney-Vento liaisons with the identification and support for students experiencing homelessness throughout the state of Maine.

This organization is uniquely positioned because they are already doing this work and have been for many years. This contract will be a natural extension of their work into the schools and use their unique voice and experience to provide valuable professional development to districts.

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

This Department is providing additional funding to a few groups to provide these services across the state. The funding is provided equally among these groups.” The funding provided covers the cost of an FTE. The Department determined it was a fair and reasonable amount based on current salaries the average wage for work performed for this position.

Breakdown of the \$200,000: \$80,000 is for two remaining years contract amount not included in original contract (\$40K per year x 2 years). Additional \$120,000 funding is to: Expand services described in original contract agreement.

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

This funding is only available through 2024 and is a one-time payment of the American Rescue Plan. If additional funds are made available by the US Department of Education at a later date, then plans will be made on how to approach future competition for the services.

The additional funding in this amendment are from the ME DOE State Reservation fund, through the Office of Federal Relief Aid.

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:	Daniel A. Chuhta, Deputy Commissioner	Date:	2/4/2022
Signature of DAFS Procurement Official:			
Typed Name:	Michelle Fournier	Date:	2/8/2022


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Envelope Sent	Hashed/Encrypted	2/4/2022 12:14:35 PM
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