

State of Maine Procurement Justification Form

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

PART I: OVERVIEW				
Department Office/Division/Program:	DHHS/OADS/DDS/Emergency Transitional Housing			
Department Contract Administrator or Grant Coordinator:	Nancy Tan			
(If applicable) Department Reference #:	ADS-20-3553A			
Estimated Contract or Grant Amount:	Orig: \$300,000 Amd: \$118,364 Revised: \$418,364	Advantage CT / RQS #:	CT 10A 20190417*3005	
AMENDMENT	Original Start Date:	07/01/2019	New Start Date:	n/a
	Original End Date:	06/30/2020	New End Date:	n/a
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
ALL OTHER	Proposed Start Date:		Proposed End Date:	
Vendor/Provider/Grantee Name, City, State:	Support Solutions, Inc. Auburn, Maine			
Brief Description of Goods/Services/Grant:	Emergency Transitional Housing			

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request.			
	A. Competitive Process		G. Grant
X	B. Amendment		H. State Statute/Agency Directed
	C. Single Source/Unique Vendor		I. Federal Agency Directed
	D. Proprietary/Copyright/Patents	X	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.
1. Provide a more detailed description of the goods, services or grant to supplement the response in Part I.
<p>This service provides State-funded Home Support services to consumers as specified by the Department. The need for these services is unpredictable and is urgent when it occurs.</p> <p>The provided services are characterized as "Emergency Transitional Housing Services". The Provider is expected to begin delivery of these services within 24 hours after referral of a consumer to the Provider by the Department. The need for these services is expected to be temporary, until they are no longer needed by the consumer or a permanent placement of the consumer is made.</p>

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PART III: SUPPLEMENTAL QUESTIONS

Provider shall provide Home Support Services to eligible consumers as directed by the Department, in accordance with the consumers' Person-Centered Plans, and applicable provisions within 10-144 C.M.R. ch. 101, ch. II, § 21 – Home Support – Agency Per Diem.

The purpose of this amendment is to realign funding with service needs.

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

The Department, Office of Aging and Disability Services, has determined that this provider is willing and qualified to provide the State-funded Home Support services characterized as "Emergency Transitional Housing Services". The Provider can begin delivery of these services within 24 hours after referral of a consumer to the Provider by the Department on a temporary basis until they are no longer needed by the consumer or a permanent placement of the consumer is made.

This Provider is fully qualified to provide Home Support Services to eligible consumers in accordance with the consumers' Person-Centered Plans and the applicable provisions of 10-144 C.M.R. ch. 101, ch. II, § 21.

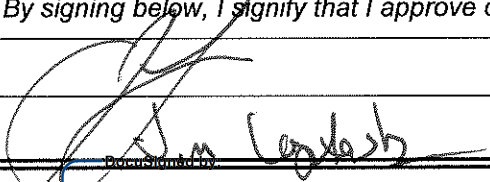
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The cost of the service shall be the Agency Home Support rate specified in 10-144 C.M.R. ch. 101, ch. III, § 21, Appendix I. The cost is therefore considered fair and reasonable.

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

The Department does not intend to RFP these services because any willing and qualified provider can provide these services.

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:		Date:	18-Feb-20
Signature of DAFS Procurement Official:	<i>Kathy Paquette</i>		
Printed Name:	Kathy Paquette	Date:	3/4/2020