

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:		Department of Corrections, Division of Juvenile Services		
Department Contract Administrator or Grant Coordinator:		Sonja Morse		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 165,000	Advantage CT / RQS #:	CT 03A 2020022400000002348	
CONTRACT	Proposed Start Date:	July 1st, 2020	Proposed End Date:	June 30th, 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:		Aroostook County Action Program, Inc. 771 Main Street, Presque Isle, ME 04769		
Brief Description of Goods/Services/Grant:		Intervention/Restorative Justice Service		

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
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 INFORMATION

Please respond to ALL of the following:

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

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PART III: SUPPLEMENTAL INFORMATION

The Department of Corrections Juvenile Division Region 3 is in need of Restorative Justice program that is able to serve Washington and Aroostook County, to decrease secure confinement of youth involved in the juvenile justice system. Aroostook County Action Program (ACAP) has been providing this service to the Department since 2015 (RFP#201502032).

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

Aroostook County Action Program (ACAP) was founded in 1972. ACAP is currently the only provider that has the ability to serve youth in Aroostook and Washington Counties. The program provides services and resources that help individuals and families achieve greater economic independence. As a leader, or in partnership with others, ACAP provides guidance to the community in responding to emerging human needs.

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

The Department determined that the negotiated cost is consistent with previous years; the Department considers the cost to be fair and reasonable to successfully complete the desired services.

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

At this time, ACAP is the only restorative Justice provider in Aroostook and Washington counties. In the future, when/if other providers emerge which are capable of providing this service, the Department will then seek competitive bids.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>Colin O'Neill</i>		
Printed Name:	Colin O'Neill	Date:	3/7/20
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Kathy Paquette</i> <small>41C2BA36FAF44CD...</small>		
Printed Name:	Kathy Paquette	Date:	3/10/2020