



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 Health and Human Services		
Department Contract Administrator or Grant Coordinator:		Nancy Tan / Jeanne Garza		
(If applicable) Department Reference #:		COVID-19 Vaccination Support Services		
Amount: (Contract/Amendment/Grant)	\$ 1,767,649.00	Advantage CT / RQS #:	Multiple see attachment	
CONTRACT	Proposed Start Date:		Proposed End Date:	
AMENDMENT	Original Start Date:	02/01/2021	Effective Date:	02/01/2021
	Previous End Date:	12/31/2021	New End Date:	06/30/2022
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Multiple see attachment		
Brief Description of Goods/Services/Grant:		COVID-19 Vaccination Support Services		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before 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 type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input checked="" 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.

This agreement aims to provide support for services necessary to ensure the equitable distribution and uptake for Covid-19 vaccines for underserved communities including, but not limited to, Tribes, racial and ethnic minority groups, rural communities, individuals that identify as LGBTQ+ or people living with disabilities, and those living on the margins of the economy. Vaccine support includes assessing needs, implementing community engagement strategies to promote vaccine, increasing vaccine confidence through education and outreach, and activities to ensure the equitable distribution and administration of vaccination.

The purpose of these amendments are to continue services.

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

The Department, Commissioner's Office has determined that these providers are willing and qualified based on their ability to provide the necessary services to safely isolate and quarantine. The providers have a history of providing such services and have the capacity to meet the requirements of the deliverables. The providers are trusted in their communities to assist the Department in achieving equity in the COVID-19 vaccination program.

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

The costs associated with these services have been reviewed by the Department for fairness and allowability. The funding was, in part, based on proposals from the organizations including information about the number and types of outreach/education activities they will provide, the number and type of community engagement activities they will provide, and the number and type of equitable distribution and administrative activities they will provide. The Department also considered past performance on contracts, geography, and distribution of funds to directly-impacted communities across Maine. Funds was allocated based on expenditures. Organization need to have spend over 30%.

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

The Department does not intend to RFP these willing and qualified services.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

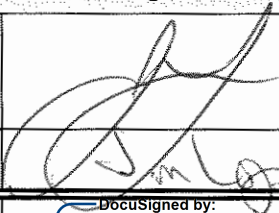
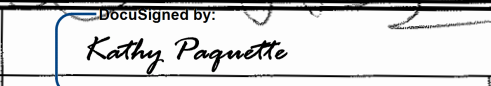
Does this request utilize ARPA/MJRP funds?

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:	<i>Sam Longobosky</i>	Date: 15 Feb 22
Signature of DAFS Procurement Official:		
Typed Name:	41C2BA36FAF44CD... Kathy Paquette	Date: 3/15/2022

Contract Number	Advantage CT	Agency Name	Amendment Funds (Additional)	New End Date	Revised Contract Value
COM-21-5700B	CT 10A20210304000000002372	Ak Health and Social Services	\$ 70,950	6/30/2022	\$130,075
COM-21-5701B	CT 10A20210304000000002373	Aroostook County Action Program Inc.	\$ 74,182	6/30/2022	\$210,182
COM-21-5702B	CT 10A20210304000000002374	Azerbaijan Society of Maine	\$ 29,657	6/30/2022	\$68,827
COM-21-5704B	CT 10A20210304000000002375	Golden Opportunity	\$ 22,934	6/30/2022	\$ 42,982
COM-21-5705B	CT 10A20210304000000002376	Hand in Hand/ Mano en Mano	\$ 83,868	6/30/2022	\$195,648
COM-21-5706B	CT 10A20210304000000002377	KVCAP	\$ 18,818	6/30/2022	\$ 53,318
COM-21-5707B	CT 10A20210304000000002378	Maine Immigrant & Refugee Services	\$ 64,977	6/30/2022	\$165,287
COM-21-5708B	CT 10A20210304000000002379	Maine Immigrants Rights Coalition	\$ 111,074	6/30/2022	\$ 267,297
COM-21-5709B	CT 10A20210304000000002380	Maine Association For New Americans	\$ 82,450	6/30/2022	\$233,608
COM-21-5710B	CT 10A20210304000000002381	Maine Community Action Partnership	\$ 129,622	6/30/2022	\$ 367,262
COM-21-5711B	CT 10A20210304000000002383	Multicultural Community and Family Support Services	\$ 30,818	6/30/2022	\$ 87,318
COM-21-5712B	CT 10A20210304000000002384	New England Arab American Organization	\$ 40,364	6/30/2022	\$114,364
COM-21-5713B	CT 10A20210304000000002385	New Mainers Public Health Initiative	\$ 58,533	6/30/2022	\$165,843
COM-21-5714B	CT 10A20210304000000002387	Penquis CAP	\$ -	6/30/2022	\$ 19,230
COM-21-5715B	CT 10A20210304000000002388	Prosperity ME	\$ 24,668	6/30/2022	\$ 42,668
COM-21-5716B	CT 10A20210304000000002389	United Somali Women of Maine	\$ 63,157	6/30/2022	\$165,229
COM-21-5717B	CT 10A20210304000000002391	Wabanaki Health and Wellness Inc.	\$ 28,811	6/30/2022	\$ 81,632
COM-21-5718B	CT 10A20210304000000002392	Waldo Community Action Partners	\$ -	6/30/2022	\$ 8,101
COM-21-5719B	CT 10A20210304000000002393	Gateway Community Services Maine	\$ 71,761	6/30/2022	\$135,706
COM-21-5720B	CT 10A20210319000000002499	Lewiston Auburn Youth Network	\$ 6,136	6/30/2022	\$17,386
COM-21-5721B	CT 10A20210319000000002505	Nomadic and Pastoralist Development	\$ -	6/30/2022	\$5,647
COM-21-5722B	CT 10A20210319000000002507	Sustainable Livelihoods Relief Organization	\$ 10,743	6/30/2022	\$30,438
COM-21-5724B	CT 10A20210310000000002424	York County Community Action Corp	\$ -	6/30/2022	\$38,250
COM-21-5725B	CT 10A20210331000000002612	All Inclusive	\$ 7,560	6/30/2022	\$21,420
COM-21-5727A	CT 10A20210727000000000189	Maine Muslim Community Center	\$ -	6/30/2022	\$42,000

COM-22-5728A	CT 10A20210909000000000617	Cross Cultural Community Services	\$ 48,000	6/30/2022	\$ 88,000
COM-22-5730A	CT 10A20210909000000000616	The Opportunity Alliance	\$ 46,364	6/30/2022	\$131,364
COM-22-5731A	CT 10A20210909000000000618	Maine Community Integration	\$ 48,000	6/30/2022	\$ 88,000
COM-22-5732A	CT 10A20210909000000000628	Healthy Acadia	\$ 120,000	6/30/2022	\$220,000
COM-22-5733A	CT 10A20210909000000000627	Lights Out Art Consulting LLC	\$ 60,000	6/30/2022	\$110,000
COM-22-5734A	CT 10A20210909000000000625	Crossroads Youth Center	\$ 30,000	6/30/2022	\$55,000
COM-22-5735A	CT 10A20210909000000000624	Preble Street	\$ 105,600	6/30/2022	\$193,600
COM-22-5739	CT 10A20220127000000001755	Presente Maine	\$ 156,965	6/30/2022	\$156,965
COM-22-5748	CT 10A20220127000000001756	Maine Access Immigrant Network	\$ 19,637	6/30/2022	\$19,637
COM-22-5749	CT 10A20220127000000001758	Maine Black Community Development	\$ 102,000	6/30/2022	\$102,000
			\$ 1,767,649.		