



## PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.*

PART I: OVERVIEW				
Department Office/Division/Program:	Maine CDC / Maternal and Child Health			
Department Contract Administrator or Grant Coordinator:	Jennifer Levesque / Storm Dexter			
(If applicable) Department Reference #:	CD0-24-4295 B			
Amount: (Contract/Amendment/Grant)	Amd B: Revised:	\$30,000.00 \$124,800.00	Advantage CT / RQS #:	CT 10A 2023051100000003152
<b>CONTRACT</b>	Proposed Start Date:		Proposed End Date:	
<b>AMENDMENT</b>	Original Start Date:	<b>8/1/2023</b>	Effective Date:	<b>1/1/2025</b>
	Previous End Date:	<b>7/30/2025</b>	New End Date:	<b>NA</b>
<b>GRANT</b>	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Maine Medical Association Manchester, ME		
Brief Description of Goods/Services/Grant:		ECCS Grant Collaborator- Helps support ECCS team and implementing parts of the strategic plan around perinatal period and elevating family voice and partnership, working with cultural leaders around diversity, equity and inclusion, as well as care coordination. Amendment B will allow us to use one time funding through ECCS Carryover to allow for increase of cultural leader stipend and to allow for educational videos around elevating family voice and family partnership.		

## 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.

<b>PART III: SUPPLEMENTAL INFORMATION</b>	
<b>1.</b>	<p>Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.</p> <p>In Maine there are 21 birthing hospitals. Most are affiliated with a large hospital system; however, some are not. In addition, the hospitals provide varying levels of care to the pregnant woman and her baby. When a required level of care cannot be met at a hospital, the mother and/or baby is transferred to a higher-level hospital. In order to ensure the highest level of care is given at the right time, the Department has spent a lot of energy on coordinating the perinatal system of care. The next layer to the system is working to align the work done with the early childhood system in Maine. Currently the work is fragmented and needs to be better coordinated.</p> <p>Amendment A is for the following reason: Through the ECCS Systems Asset and Gaps Analysis we learned more about the early childhood systems gaps here in Maine. This amendment will allow for more work in implementing components of the strategic plan around the perinatal period and elevating family voice and partnership, working with cultural leaders around diversity, equity and inclusion, and care coordination.</p> <p>Amendment B will allow the Department to use one-time grant funding through ECCS Carryover (expires 7/30/2025) to increase the cultural leader stipend and to move forward with educational videos on elevating family voice and partnership.</p>
<b>2.</b>	<p>Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.</p> <p>Maine Medical Association was selected to provide this service because they are the parent company in which the Perinatal Quality Collaborative 4 Maine (PQC4ME) is housed. The PQC4ME has the staffing and expertise needed to implement high quality services statewide. In addition, they are the only Perinatal Quality Collaborative in Maine.</p>
<b>3.</b>	<p>Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.</p> <p>The costs were negotiated based on similar services previously procured.</p>
<b>4.</b>	<p>Describe the plan for future competition for the goods or services.</p> <p>The Department does not intend to issue a Request for Proposal (RFP) for this service.</p>

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

Does this request utilize ARPA/MJRP funds?
<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).
<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.
<input checked="" type="checkbox"/> No – If No, proceed to Part V.

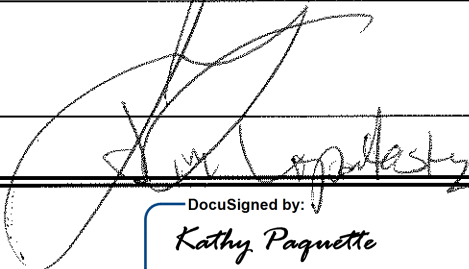
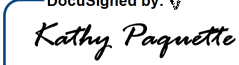
**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS Title 5, §18 and §18-A, in harmony with MRS Title 17, §3104.

The requesting department signatory understands and acknowledges Maine’s Conflict of Interest statutes.

**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	10-Mar-25
Signature of DAFS Procurement Official:	DocuSigned by:  Kathy Paquette 41C2BA36FAF44CD...		
Typed Name:	Kathy Paquette	Date:	3/18/2025