



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$10,000 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/Stephanie Wood		
(If applicable) Department Reference #:	CD0-26-4295 A		
Agency Department Code:	10A	Advantage CT / RQS #:	CT 20250724000CD0264295
Amount: (Contract/Amendment/Grant)	Amend A: \$19,449.88 Revised: \$89,449.88		
CONTRACT	Proposed/Original Start Date:	8/1/2025	Proposed/Most Recent End Date: 7/31/2026
AMENDMENT	New Effective Date:	3/1/2026	New End Date (if Applicable): NA
GRANT	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	

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. Higher Education 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.

In Maine there are 19 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.

Amendment A is being used to add funding to:

**Contract with Dr. Pianka for co-facilitation of the learning series,
Purchase tools and technology to support the development of family stories and videos,
Provide additional funding for CMEs associated with the learning series, and for additional time spent on story development and co-facilitation.**

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

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.

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

The costs were negotiated based on similar services procured previously.

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

The Department does not intend to issue a Request for Proposal (RFP) for this service.

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

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

Yes, ARPA funds (025) or (026) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.

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

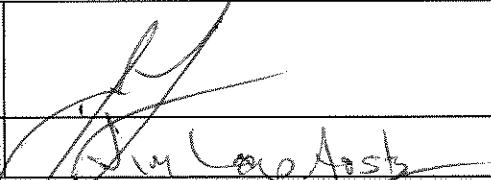
Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS Title 5, §18 and §18-A, in harmony with MRS Title 17, §3104.

The requesting department's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

PART VI: APPROVALS

Governor/Department Commissioner or Designee


1. The signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):		
Typed Name:	John Longfellow	Date: 23-Mar-26

2. Additional signature required ONLY if box E (Emergency) is selected in PART II. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.

Signature of requesting Department's Commissioner (or designee):		
Typed Name:		Date:

****OSPS Section Only****

Signature of DAFS Procurement Official:	DocuSigned by: 	
Typed Name:	Kathy Paquette	Date: 3/30/2026