

## State of Maine Procurement Justification Form

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

INSTRUCTIONS: Please provide the requested information in the white spaces below.

PART I: OVERVIEW			
Department Office/Division/Program:	DHHS/SAMHS/Jessica Gerrish		
Department Contract Administrator or Grant Coordinator:	Nancy Tan		
(If applicable) Department Reference #:	-		
Estimated Contract or Grant Amount:	\$ 75,000.00	Advantage CT / RQS #:	-
AMENDMENT	Original Start Date:		New Start Date:
	Original End Date:		New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
ALL OTHER	Proposed Start Date:	3/1/2020	Proposed End Date: 2/28/2021
Vendor/Provider/Grantee Name, City, State:	Maine Recovery Fund Portland, ME 04101		
Brief Description of Goods/Services/Grant:	Substance Use Workforce Development		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request.			
	A. Competitive Process		G. Grant
	B. Amendment		H. State Statute/Agency Directed
<b>X</b>	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 QUESTIONS
Please respond to ALL of the following questions.
<b>1. Provide a more detailed description of the goods, services or grant to supplement the response in Part I.</b>
There continues to be an increased need for treatment options within the State. In accordance to the Governor's Executive Order; "An Order To Implement Immediate Responses To Maine's Opioid Epidemic" dated February 6 <sup>th</sup> , 2019. By providing assistance and supporting individuals with a Substance Use Disorder, individuals have increased independence and self-sufficiency.
Maine Recovery Fund supports workforce employment to those engaged in substance use recovery services by providing the necessary tools for jobs and the starter kits will aid in the process.

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### PART III: SUPPLEMENTAL QUESTIONS

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

The Provider is currently providing workforce employment service to individuals affected by the Maine Opioid Epidemic and can offer the start kits. The Provider has the skills, knowledge, and contacts to provide these services at no cost to individuals.

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

Amounts were found fair and reasonable after reviewing the general market for the cost of items included in the Starter Kits.

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

The Department does not intend to RFP this service as this is a pilot project. If it is determined that the service shall continue a RFP will be done with a contract start date of 2/28/2022.

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
<b>Printed Name:</b>	<i>Jon Lyster</i>	<b>Date:</b>	<i>10 - Mar - 20</i>
<b>Signature of DAFS Procurement Official:</b>	<i>Laurie Andre</i>		
<b>Printed Name:</b>	Laurie Andre	<b>Date:</b>	4/5/2020