

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 Education - Educ In The Unorg Territories			
Department Contract Administrator or Grant Coordinator:		Cathy Severance			
(If applicable) Department Reference #:		N/A			
Amount: (Contract/Amendment/Grant)	\$8,000.00	Advantage CT / RQS #:	05C20170801*436		
CONTRACT	Proposed Start Date:		Proposed End Date:		
AMENDMENT	Original Start Date:	08/01/2017	Effective Date:	08/01/2017	
	Previous End Date:	07/31/2022	New End Date:	N/A	
GRANT	Project Start Date:		Grant Start Date:		
	Project End Date:		Grant End Date:		
Vendor/Provider/Grantee Name, City, State:		John T. Cyr & Sons, Inc. PO Box 368, Old Town, ME 04468			
Brief Description of Goods/Services/Grant:		EUT Student Transportation Service Provider			

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
X	B. Amendment		H. State Statute/Agency Directed
	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

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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.

To add funds not previously known or anticipated for AY19-20 for Special Education Student Transportation Services. At the time of contract creation there was not a student requiring Individual Special Education Student Transportation. An IEP Team Meeting decision per Federal IDEA Laws requires that this service be provided for an Argyle student. There is one student identified and the service is being provided. There is a requirement in the current Transportation Providers Contract with the EUT for Argyle student transportation that the vendor is willing and able to provide the service for an additional cost. This amendment is to cover that additional cost for AY19-20.

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

This vendor is currently under contract for student transportation for the EUT - Argyle Twp student transportation based on **RFP#201706114** submission and subsequent award of **CT#05C20170801*436**.

The service for Special Education Transportation is a contract requirement that could be provided at additional cost, as needed. No cost could be assigned at the time because there was no known student or transportation location to use to determine a cost.

Because the vendor is under contract for this service and is willing and able to provide, the EUT may not seek out or obtain a different provider for this service, per State of Maine Procurement Rules and Guidelines.

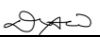

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

Funding for this additional cost is being provided by EUT Education General Fund dollars.

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

Once this CT expires, then the RFP process will be used as is required by Procurement Services.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
Printed Name:	Daniel A. Chuhta	Date:	4/3/2020
Signature of DAFS Procurement Official:			
	<small>DocuSigned by: 41C2BA36FAE44CD...</small>		
Printed Name:	Kathy Paquette	Date:	4/7/2020