

**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:		Maine CDC/Disease Prevention/Adolescent Health and Injury Prevention	
Department Contract Administrator or Grant Coordinator:		Chris Moiles/Lisa Munster	
(If applicable) Department Reference #:		CD0-19-4528A	
Original Contract Amount:	\$148,365.00	Advantage CT / RQS #:	10A 20181206*1803
Amendment Amount	\$73,600.00		
Revised Amount	\$221,965.00		
<b>CONTRACT</b>	Proposed Start Date:		Proposed End Date:
<b>AMENDMENT</b>	Original Start Date:	1/1/2019	Effective Date:
	Previous End Date:	9/29/2020	New End Date:
<b>GRANT</b>	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Partnerships for Health Augusta, ME	
Brief Description of Goods/Services/Grant:		Provide evaluation support for Cooperative Agreements to Implement the Garrett Lee Smith Youth Suicide Prevention Grant	

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
X	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 INFORMATION	
Please respond to ALL of the following:	

### 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.**

The purpose of this Amendment is to add additional evaluation services as required by the Garrett Lee Smith Youth Suicide Prevention grant. The funder of the Garrett Lee Smith Youth Suicide Prevention Grant (GLS) (SAMHSA) requires that all grantees conduct a performance and outcome evaluation for activities related to GLS. The Department must report data quarterly to SAMSHA related to suicide risk screening, referral, and treatment, as well as suicide prevention workforce development, technical assistance, and training. The Department requires services to collect required performance measure data from Department-funded suicide prevention services providers (SPSP), data analysis, reporting to the Department, and data quality technical assistance to the SPSPs. The Department is required to develop and oversee local outcome evaluation and submit evaluation plans related to key suicide prevention objectives to Federal funders.

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

The Provider has developed the suicide prevention performance measure data collection system consisting of a web-based reporting form and database. The Provider currently provides the Department with evaluation services under a federal adult suicide prevention grant, and has developed effective systems for collecting, analyzing, and reporting required performance measure data. The Provider has expertise in creating and executing evaluation plans for suicide prevention activities. The Provider will expand these existing systems to capture data related to youth suicide prevention services. This experience and infrastructure allow the Provider to begin evaluation activities and performance measure data collection without delay, enabling the Department to quickly and accurately report required data elements to Federal grant funders to be meet federal timelines.

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

The cost assigned are appropriate for the level of activities proposed, and meet requirements identified by federal funders (no more than 15% of total grant funds). The Department considers the negotiated costs reasonable based on experience levels and compared with costs related to the current contract between the Department and the provider.

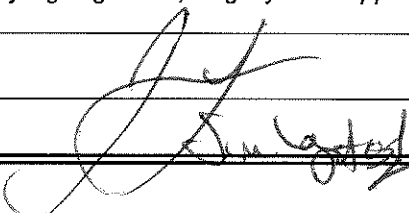
**4. Describe the plan for future competition for the goods or services.**

The Department does not intend to RFP these services at this time as the vendor is a grant partner for the related Youth Suicide Prevention evaluation services.

**PART III: SUPPLEMENTAL INFORMATION**

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**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>		<b>Date:</b>	2-Apr-20
<b>Signature of DAFS Procurement Official:</b>			
	<b>Printed Name:</b>		<b>Date:</b>