

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:	Division of Juvenile Services		
Department Contract Administrator or Grant Coordinator:	Sonja Morse		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 7,130.00	Advantage CT / RQS #:	CT 03A 20210816000000000362
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	July 1 st , 2021	Effective Date:
	Previous End Date:	June 30 th , 2022	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:	Wings for Children and Families, 900 Hammond St. Bangor, Maine, 04401		
Brief Description of Goods/Services/Grant:	Flex Fund Administration		

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:
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.
The Department has critical needs in each region and for youth coming out of Long Creek, to receive wraparound facilitation, individual planning funds (direct and indirect supports), and continue case management supervision. These services are critical for delivering positive youth outcomes and decreasing recidivism rates statewide.

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PART III: SUPPLEMENTAL INFORMATION

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

Wings for Children and Families is one of two capable providers who offer this service. The other, Opportunity Alliance, is located in the southern part of the state (Region 1 & 2) and not capable of serving youth in Region 3. Wings for Children and Families is uniquely qualified to provide these services given their experience with DOC and executing the services, as well as their geographic location related to the departments specific need. The provider is uniquely positioned to administered Flex Fund Dollars through the Regional Community Care Teams, which reviews youth reentering the community from secure confinement, due to policies and procedures already in place and mechanisms to administer flex fund dollars.

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

Funding was approved through the Juvenile Justice Advisory group to provide additional funding to the provider to deliver flex funding, through Regional Care Teams, to address immediate needs for youth who are reentering the community following secure confinement. The funding was awarded to this provider because they have Standard Operating procedures in place to effectively deliver flex funding to youth. The department determines the cost is fair and reasonable.

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

The provider is one of two providers in the state that can provide this service. If more providers can provide this service in the future, an RFP will be issued.

PART IV: APPROVALS

**Signature of requesting
Department's Commissioner
(or designee):**

By signing below, I signify that I approve of this procurement request.



Printed Name:

Christine Thibeault

Date:

4/6/2022

**Signature of DAFS
Procurement Official:**

DocuSigned by:



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Printed Name:

Michelle Fournier

Date:

4/21/2022