



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:		DHHS/OBH/CBHS		
Department Contract Administrator or Grant Coordinator:		Jeanne Garza/ Jennifer Levesque/ Stephanie Wood		
(If applicable) Department Reference #:		CBH-27-1509		
Agency Department Code:	10A	Advantage CT / RQS #:	20260415000CBH271509	
Amount: (Contract/Amendment/Grant)		\$140,432.00		
CONTRACT	Proposed/Original Start Date:	7/1/2026	Proposed/Most Recent End Date:	6/30/2028
AMENDMENT	New Effective Date:		New End Date (if Applicable):	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Aroostook County Action Program Presque Isle, Maine		
Brief Description of Goods/Services/Grant:		Pilot implementation of Triple P Level 2 and Level 3 evidence-based parenting interventions.		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
☐	A. Competitive Process	☐	G. Grant
☐	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. Higher Education Cooperative Project	☐	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.

To meet the need for well researched, evidence-based parenting interventions in Maine, the Provider is implementing pilots of select Level 2 and Level 3 Triple P interventions to interested parents/caregivers in their service area. Level 2 Selected Seminar Series introduces Triple P and the strategies of positive parenting for caregivers in need of brief parenting advice for one or two behavior or developmental concerns. Level 3 Discussion Groups (small group sessions) and Primary Care (brief individual consultations with an accredited Provider) are targeted interventions for caregivers of children with mild to moderate behavioral difficulties.

The Department has supported Maine behavioral health practitioners to train in and deliver Level 4 and Level 5 Triple P interventions including Standard, Standard Teen, Group and Pathways. Through the implementation of Level 2 and Level 3 interventions, Triple P in Maine will be able to support caregivers who require less intensive services for their children's behavior health needs. The interventions are designed to be flexible and offer the option to provide a referral to a higher-level Triple P intervention if warranted. The Provider will refer parents who are interested and in need of a higher level intervention that can include Triple P Online, a Level 4 self-directed intervention.

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.

Aroostook Community Action Program (ACAP) is one of the 10 federally recognized designated Community Action Agencies (CAA) in Maine. As a CAA, the agency utilizes funds under that designation to initiate, sponsor and provide programs and services responsive to the needs of the low-income individuals and families that are not otherwise being met through additional partnerships with other public and private sector organizations, as well as requiring maximum feasible participation and representation within the low-income communities the agency serves. CAAs like ACAP are a primary source of direct support for people who live in poverty. ACAP facilitates programming for low-income clients within these following domains: securing and maintenance of employment, securing adequate education, achieving better income management, securing adequate housing, providing emergency services, improving nutrition, creating linkages among other anti-poverty programs, and achieving self-sufficiency. Aroostook Community Action Program has the infrastructure, community connections and local knowledge and experience to make them uniquely positioned to pilot implementation of these evidence-based parenting interventions. ACAP is nationally recognized for both their community-based work and their whole family approach to which they have demonstrated their ability to successfully implement similar initiatives, which included marketing, recruitment, and delivery. Additionally, they have management level staff who have already completed training in Triple P interventions who can support the pilot and move it forward.

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

The services provided are not MaineCare reimbursable. CBHS researched Triple P implementation documents, other states, and State contracts with similar services to find comparable costs that are fair and reasonable as negotiated with the Provider.

PART III: SUPPLEMENTAL INFORMATION

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

The Department does not intend to competitively procure this service, at this time. Any future competitive process will be determined based on pilot data

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:

Jim Lopatosky, Director of Contract
Management

Date:

4-26-26

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:

Signed by:

Kathy Blais

Typed Name:

kathy Blais

Date:

5/26/2026