

State of Maine Procurement Justification Form

PART I: OVERVIEW

Department Office/Division/Program:		Corrections		
Department Contract Administrator or Grant Coordinator:		Angie Newhouse		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 9,800	Advantage CT / RQS #:	CT 03A 20200605000000003731	
CONTRACT	Proposed Start Date:	July 2, 2020	Proposed End Date:	June 30, 2021
AMENDMENT	Original Start Date:		Effective Date:	
	Previous End Date:		New End Date:	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Orbis Partners, Inc., Atlanta, GA		
Brief Description of Goods/Services/Grant:		Training, Implementation & Sustainability of a trauma-informed communication model (CR/2)		

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
	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 proposed contract represents a continuation of our need to implement a cutting-edge communication model (CR/2) which will enable DOC staff to improve the management of these prisoners while focusing on reducing negative behaviors. The specific goals of this year's contract are as follows:

- 1) Build the buy-in and capacity needed to implement CR/2 at MSP
- 2) Support implementation of CR/2 at MV and MCC (ensuring that it is not limited to staff wellness and is implemented with clients), and
- 3) Develop creative implementation and coaching strategies to facilitate full implementation of the CR/2 model during and after the pandemic.

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PART III: SUPPLEMENTAL INFORMATION

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

The Provider is uniquely situated to meet the Department's need as a result of their integral work with Core Associates to develop a series of training materials and resources to facilitate the implementation of evidence-based and trauma-informed practices in community and institutional settings.

Orbis Partners has been a leader in providing jurisdictions with innovative tools and implementation strategies to improve public safety through offender risk reduction strategies. One area of specialization that is directly tied to this proposal is our expertise in the delivery of training to staff in core practices and trauma-informed care. The team that we have assembled for this proposal includes internationally recognized trainers with certification in Motivational Interviewing, Case Planning, Re-Entry, a variety of cognitive behavioral programs and gender-informed practices. The training team is well versed in the challenges of presenting evidence-based practices to staff that may be resistant to the adoption of new approaches. Through engaging training activities, dynamic presentation styles, and credibility as practitioners with field experience, our training team has built a reputation of success in corrections.

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

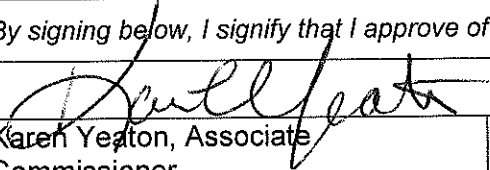
In order to stay within budget the Provider has waived targeted costs and reduced their rates as indicated in the table below. The Department considers the reduced rates to be fair and reasonable.

Activity	Description	Cost
Implementation Support at MSP	Development of coaches and implementation support .6 days bi-monthly (3.6 days)	\$6,400 (Discounted from \$7,200)
Across Facilities: Implementation and coaching framework, development & support of trainers & coaches (including bimonthly coaching calls) and bench building.	Virtual consultation per site, including: -Development of trainers and coaches -Implementation of CR/2 with fidelity on the floor -Embedding CR/2 into the facility culture and operational practices .25 days quarterly per facility (3 days)	\$3,400 (Discounted from \$6,000)
Work with Executive Leadership and CR/2 Oversight Team: Monitor and support implementation and develop creative implementation and coaching strategies to facilitate implementation during and after COVID)	Quarterly virtual meetings; design implementation and coaching strategies to facilitate full implementation of the CR/2 model during and after the pandemic. 8 hours (1 day)	\$0.00 (Discounted from \$2,000)
Total TA		\$9,800

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

The Department will consider procuring these services through competitive bid when/if we become aware of other entities which are capable of providing said services.

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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:	Karen Yeaton, Associate Commissioner	Date: 6/8/2020
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>William J.E. Allen</i>	
	<small>2D5B6E39F57E44A...</small>	
Printed Name:	William J.E. Allen	Date: 6/10/2020

NOI 0620200495 06/10/2020 - 06/16/2020

Estimate of Training and Travel Costs

Maine Department of Corrections
Phase 3: CR/2 Training, Implementation & Sustainability

Note: The goals of this contract have been revised due to fiscal constraints related to the COVID pandemic. Available resources will be used to: 1) Build the buy-in and capacity needed to implement CR/2 at MSP, 2) Support implementation of CR/2 at MV and MCC (ensuring that it is not limited to staff wellness and is implemented with clients), and 3) Develop creative implementation and coaching strategies to facilitate full implementation of the CR/2 model during and after the pandemic.

To work within the budget, we waived targeted costs and reduced our rates. Once the contract is finalized, we will create a detailed work plan that is attentive to current staffing and operational realities.

*This contract is estimated to run from July 1, 2020 through June 30, 2021

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Total TA		\$9,800

Print Materials: \$0 (Materials to be printed by the agency)

Travel Expenses: \$0

Project Management: Waived

TOTAL PROJECT COST: \$9,800