

State of Maine Procurement Justification Form

PART I: OVERVIEW

Department Office/Division/Program:		Corrections		
Department Contract Administrator or Grant Coordinator:		Conner McFarland, PREA Coordinator		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 7,115.40	Advantage CT / RQS #:	CT 03F 20200304*2436	
CONTRACT	Proposed Start Date:	July 1, 2020	Proposed End Date:	August 31, 2020
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:		Fitzgerald Correctional Consulting, LLC Wallingford, CT		
Brief Description of Goods/Services/Grant:		PREA audits – Long Creek and MCC		

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:

- Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.**

The Maine Department of Corrections has elected to comply with the federal Prison Rape Elimination Act and its published standards. The PREA Management Office requires that any facility who seeks compliance must complete an audit by a Bureau of Justice certified auditor no later than August 20, pursuant to standard § 115.401.

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PART III: SUPPLEMENTAL INFORMATION

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

Fitzgerald Correctional Consulting has been a Bureau of Justice certified auditor since 2014. He has performed numerous PREA Audits for Maine Department of Corrections over the last five years and has become very familiar with our policies and standard operating procedures. Due to the Bureau of Justice requirement for all audits to be completed by August 20 and the delays caused by the COVID-19 pandemic, there would significant additional costs and delays if another auditor were to be selected.

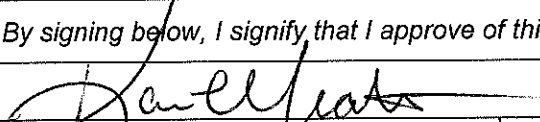
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The proposed costs are consistent with previous rates charged by this Provider which the Department considers to be fair and reasonable. The proposed total includes a 15% discount as a result of Agency involvement with ACA and return business.

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.

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:	Karen Yeaton, Associate Commissioner	Date:	6/15/2020
Signature of DAFS Procurement Official:	DocuSigned by: William J.E. Allen		
Printed Name:	William J.E. Allen	Date:	6/17/2020

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