

State of Maine Procurement Justification Form

This form must accompany ALL contract requests and sole source requisitions submitted to the Division of Procurement Services.

INSTRUCTIONS: Please provide the requested information in the white spaces below.

PART I: OVERVIEW				
Department Office/Division/Program:	Maine CDC / BFRSS			
Department Contract Administrator or Grant Coordinator:	Chris Moiles/ Ryan Roberts			
(If applicable) Department Reference #:	CD0-18-1255D			
Estimated Contract or Grant Amount:	Original: \$1,215,371.00 Amend: \$347,248.00 Revised: \$1,562,619.00	Advantage CT / RQS #:	CT-10A- 20171215*1969	
AMENDMENT	Original Start Date:	1/1/18	New Start Date:	N/A
	Original End Date:	04/30/20	New End Date:	12/31/2020
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
ALL OTHER	Proposed Start Date:		Proposed End Date:	
Vendor/Provider/Grantee Name, City, State:	Issues & Answers Network, Inc. Virginia Beach, VA			
Brief Description of Goods/Services/Grant:	Behavioral Risk Factor Surveillance			

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request.			
	A. Competitive Process		G. Grant
X	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. University Cooperative Project	X	L. Other Authorization - RFP Extended

PART III: SUPPLEMENTAL QUESTIONS
Please respond to ALL of the following questions.
1. Provide a more detailed description of the goods, services or grant to supplement the response in Part I.
<p>Issues & Answers has conducted the Maine BRFS survey for the past 24 months and cannot financially afford to continue providing services at the cost they initially proposed in the 2017 RFP. The Department will start the process to RFP BRFS data collection services for 2021. Issues and Answers has agreed to extend the current contract until December 2020 while the RFP process continues until a new awarded contract starts 01/01/2021.</p>

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PART III: SUPPLEMENTAL QUESTIONS

The Dept. receives Federal grant funding which requires the collection of the health-related data and has used and will continue to use other funding sources in this agreement to further these efforts.

The purpose of this Amendment is to extend the contract period and add funds to ensure the data collection efforts continue to meet Federal requirements and the needs of the Department while the RFP process is completed.

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

Currently, there are only two other vendors and several colleges throughout the United States that are familiar with the data collection of BRFSS data and working with the USCDC at this level. The current vendor has been collecting Maine's data for the past several years, has performed very well hitting the performance targets within the contract. Selecting a new vendor at mid-point within the contract would not be beneficial to the Department.

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

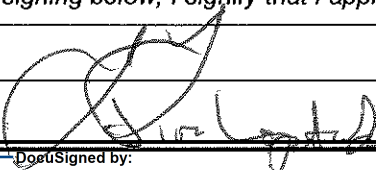
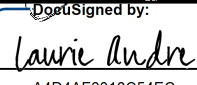
The vendor's costs to extend the current contract for eight additional months May– December 2020 is \$ 347,248 (\$43,406 per month).

The Department has been discussing the issue with the Deputy Director of Contract Management. The Deputy Director suggested the Department negotiate with the vendor at a fair and reasonable rate, (however, the increase could not exceed 5%). The vendor is not interested in continuing to do business at this rate but has agreed to extend the contract until a new RFP is released, and a new contract in place (01/01/2021)

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

The Department anticipates issuing a RFP with a contract start date of 01/01/2021. (T2020001)

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:		Date:	12-June 20
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>LAURIE ANDRE</small> Laurie Andre	Date:	6/24/2020