

State of Maine Procurement Justification Form

PART I: OVERVIEW

Department Office/Division/Program:		DHHS/OBH/Virginia Dill & Sara Wade	
Department Contract Administrator or Grant Coordinator:		Nancy Tan/ Valerie Andreasen	
(If applicable) Department Reference #:		MH1-20-6102A	
Amount: (Contract/Amendment/Grant)	Original:	\$11,561,133.50	Advantage CT / RQS #: CT 10A 20191017000000001329
	Amend:	1,350,000.00	
	Rev Total:	12,911,133.50	
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	4/1/20	Effective Date:
	Previous End Date:	12/31/21	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Shalom House Inc.	
Brief Description of Goods/Services/Grant:		Bridging Rental Assistance Program	

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 Bridging Rental Assistance Program (BRAP) is a rental subsidy program. BRAP provides housing vouchers to individuals suffering from Severe and Persistent Mental Illness (SPMI), and Co-Occurring Substance Use Disorders (SUD). Consumers contributed fifty-one (51) percent of their income towards rent with the remainder contributed by the program up to the Fair Market Rent (FMR) or Payment Standards for that particular area. Beginning in May of 2020, consumers on the BRAP program shall contribute forty (40) percent of their income towards rent.

This contract is being amended to increase funding in FY 21 and FY 22. This increase in total allocation was a projection of the Department when the policy change of 51% to 40% of client income was implemented. Since then, the program has also seen increases in housing retention due to Rapid Rehousing, the eviction moratorium and other Landlord engagement activities.

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PART III: SUPPLEMENTAL INFORMATION

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

Through the RFP process for RFP# 201506102 Shalom House was the awarded Bidder. While the Department plans future procurement of these services, Shalom House will continue to provide to provide these services for the Department.

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

Housing Assistance Payments (HAP) are established by HUD's Fair Market Rent (FMR) or Payment Standards for that particular area. An administrative fee of \$87 is allowable per housed voucher.

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

The Department intends to competitively procure these services with a 1/1/2022 contract start date.

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:	<i>[Signature]</i>	Date:	<i>17 Aug-21</i>
Signature of DAFS Procurement Official:	<i>[Signature]</i>		
Printed Name:	Jaime Schorr <small>6D6437754DD0459...</small>	Date:	6/4/2021