

## State of Maine Procurement Justification Form

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Division of 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 Division of Procurement Services website (Forms page) for additional instructions.

### PART I: OVERVIEW

Department Office/Division/Program:		DHHS/ Office of Child and Family Services	
Department Contract Administrator or Grant Coordinator:		Chris Moiles/Arlene Jones	
(If applicable) Department Reference #:		CFS-21-5005A	
Amount: (Contract/Amendment/Grant)	Original: \$368,659.00 Amend A: \$92,164.75 Revised: \$460,823.75	Advantage CT / RQS #:	CT 10A 20200610*3835
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	<b>7/1/2020</b>	Effective Date:
	Previous End Date:	<b>6/30/2021</b>	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Shaw House Bangor, ME	
Brief Description of Goods/Services/Grant:		Transitional Living Program (TLP) for Homeless Youth and/or Runaways	

### 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>X</b>	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	<b>X</b>	L. Other Authorization- RFP Extension

### 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.**

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### PART III: SUPPLEMENTAL INFORMATION

The purpose of this Agreement is to provide the Transitional Living Program (TLP) to Homeless Youth and/or Runaways who are either unable or unwilling to return to live with family or other natural supports, and whose goal is Independent Living. TLP's design and operation is firmly based on a positive Youth development model that builds on Youth strengths and assets, fosters positive relationships with caring adults, and provides opportunities for positive developmental activities. All Youth are provided Case Management in a stable, supportive living situation combined with a specific Independent Living Skills curriculum.

The Provider shall provide TLP services including Independent Life Skills and social skills development, educational linkage, job skills development, and Case Management. The structure of each component is designed to provide services in a manner that recognizes the age appropriate developmental needs of Youth.

The purpose of this amendment is to replace the existing assessment tool and extend the current contract, to allow for completion of the RFP 202102025 process and prevent a lapse in services.

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

The Provider was selected through a competitive bidding process in RFP 201205315.

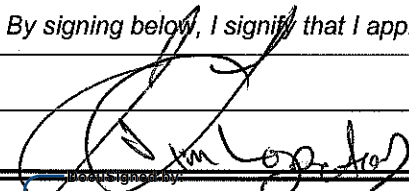
**3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.**

The rates were negotiated through the RFP 201205315. The funding has increased by 5% over time, due to increased service delivery from 2013 to present.

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

This service will be incorporated into the Youth Homelessness Continuum of Care RFP. The Department has RFP 202102025, on schedule to be competitively procured with a contract start of date of 10/1/2021.

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
<b>Printed Name:</b>		<b>Date:</b>	12-May-21
<b>Signature of DAFS Procurement Official:</b>	<i>Kathy Paquette</i>		
<b>Printed Name:</b>	41C2BA36FAF44CD... Kathy Paquette	<b>Date:</b>	6/7/2021