

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.

PART I: OVERVIEW				
Department Office/Division/Program:	DHHS/OCFS			
Department Contract Administrator or Grant Coordinator:	Chris Moiles / Kristen King			
(If applicable) Department Reference #:	See Addendum			
Amount: (Contract/Amendment/Grant)	\$ 4,330,937.74 (Combined Total)	Advantage CT / RQS #:	See Addendum	
CONTRACT	Proposed Start Date:	07/01/2021	Proposed End Date:	06/30/2022
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:		See Addendum		
Brief Description of Goods/Services/Grant:		Transportation Services – Low Income and Child Welfare		

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.
<p>The purpose of these template Agreements is to provide Transportation to children involved in open Child Protective Services cases, to individuals who have Low-incomes, and to individuals who have no other reasonable means of transportation to reach necessary destinations.</p> <p>The Providers determine eligibility, coordinate pickups and drop-offs, and transport each eligible client utilizing private and/or public vehicles.</p>

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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 Department is using the current Providers because they have been in place for more than 20 years, and have the knowledge and infrastructure required to meet the transportation needs of OCFS's Child Welfare and Low Income clients. Having new agencies provide the service would require significant start-up costs to purchase transportation vehicles, hire agency drivers/recruit volunteers, and purchase software to manage routes and schedules.

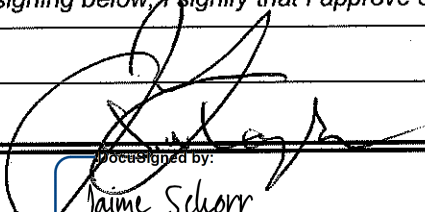

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The rates for these services are the same as in the main Agreements and reflect flat rates over the past several years. The rate for State mileage reimbursement is \$0.45 per mile.

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

The Department awarded a contract as the result of RFP# 202003059, Evaluation of the Department of Health and Human Services Transportation Programs. The evaluators report and recommendations will inform the most effective and cost-efficient method of procuring these services in the future.

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:	3-Jun-21
Signature of DAFS Procurement Official:	<small>Proxysigned by:</small> 		
Printed Name:	Jaime Schorr	Date:	6/22/2021

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Office: **Office of Child and Family Services**
 Service Group: **Transportation Services - CFS**
 Service Group Total: **\$ 4,330,937.74**
 No. of Vendors: **9**

Agreement Number	Vendor Name	AdvantageME CT #	Agreement Amount
CFS-22-4011	COMMUNITY CONCEPTS INC	10A 20210426*2933	915,243.00
CFS-22-4012	WESTERN MAINE TRANSPORTATION	10A 20210426*2934	22,480.00
CFS-22-4013	AROOSTOOK REG TRANS SYS INC	10A 20210426*2935	440,920.00
CFS-22-4014	KENNEBEC VALLEY COMMUNITY	10A 20210426*2936	701,559.00
CFS-22-4015	PENQUIS CAP INC	10A 20210426*2937	649,821.00
CFS-22-4016	REGIONAL TRANSPORTATION PROG	10A 20210426*2938	731,220.00
CFS-22-4017	WALDO COMMUNITY ACTION PARTNER	10A 20210426*2939	140,324.74
CFS-22-4019	YORK CTY COMM ACTION CORP	10A 20210426*2940	370,506.00
CFS-22-4020	DOWNEAST COMMUNITY PARTNERS	10A 20210426*2941	358,864.00
Service Group Total:			\$4,330,937.74