

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 #:		CFS-21-40XXA		
Amount: (Contract/Amendment/Grant)	Orig: \$4,352,200.00 Amend: \$ (20,948.04) Revised: \$4,331,251.96 \$ See Addendum	Advantage CT / RQS #:	See Addendum	
CONTRACT	Proposed Start Date:		Proposed End Date:	
AMENDMENT	Original Start Date:	07/01/2020	Effective Date:	07/01/2020
	Previous End Date:	06/30/2021	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
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.
<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</p>

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PART III: SUPPLEMENTAL INFORMATION

private and/or public vehicles.

This Amendment makes Language changes to all nine (9) Agreements. In addition, CW Taxi funding is being added to one (1) contract, and CW Taxi funding is being removed from two (2) contracts:

CFS-21-4011 CCI (\$9,685.78) being disencumbered as provider is no longer providing CW Taxi services.

CFS-21-4017 WCAP \$23,191.74 in CW Taxi funding being added.

CFS-21-4020 DECP (\$34,454.00) being disencumbered as provider does not provide CW Taxi services.

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.

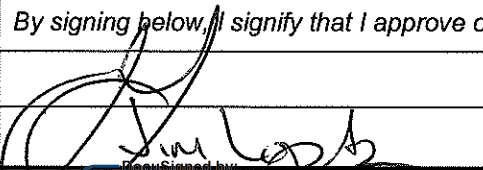
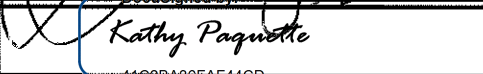
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

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-June-21
Signature of DAFS Procurement Official:			
Printed Name:	Kathy Paquette	Date:	6/23/2021

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Amendment A

Office: OCFS

Service Group: Transportation Services

Start: 7/1/2018

End: 6/30/2021

Vendor Name	Agreement Number	CT 10A	Amendment Amount	Revised Agreement Total
COMMUNITY CONCEPTS INC	CFS-21-4011A	20200529000000003593	\$ (9,685.78)	\$ 915,557.22
WESTERN MAINE TRANSPORTATION	CFS-21-4012A	20200529000000003597	\$ 0.00	\$ 22,480.00
AROOSTOOK REG TRANS SYS INC	CFS-21-4013A	20200529000000003599	\$ 0.00	\$ 440,920.00
KENNEBEC VALLEY COMMUNITY	CFS-21-4014A	20200529000000003600	\$ 0.00	\$ 701,559.00
PENQUIS CAP INC	CFS-21-4015A	20200529000000003601	\$ 0.00	\$ 649,821.00
REGIONAL TRANSPORTATION PROG	CFS-21-4016A	20200529000000003602	\$ 0.00	\$ 731,220.00
WALDO COMMUNITY ACTION PARTNER	CFS-21-4017A	20200529000000003603	\$ 23,191.74	\$ 140,324.74
YORK CTY COMM ACTION CORP	CFS-21-4019A	20200529000000003604	\$ 0.00	\$ 370,506.00
DOWNEAST COMMUNITY PARTNERS	CFS-21-4020A	20200529000000003605	\$ (34,454.00)	\$ 358,864.00
		Total:	\$ (20,948.04)	\$ 4,331,251.96