

**State of Maine
Procurement Justification Form**

PART I: OVERVIEW			
Department Office/Division/Program:	Corrections		
Department Contract Administrator or Grant Coordinator:	Karen Yeaton		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	43,300	Advantage CT / RQS #:	03A 20160818-0559
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	July 1, 2020	Effective Date:
	Previous End Date:	June 30, 2021	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:	Barbara Wakeen, dba Correctional Nutrition Consultants North Canton, OH		
Brief Description of Goods/Services/Grant:	Menu development, consultation and dietary oversight of statewide foodservice operations		

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
<input checked="" type="checkbox"/>	B. Amendment		H. State Statute/Agency Directed
<input checked="" type="checkbox"/>	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 dietary needs of inmate populations are nuanced and complex. There are not many dieticians who specialize in correctional settings and Barbara Wakeen is a nationally recognized leader in this field. We attempted competitive bids in the past and ended up with sub-par services, which resulted in unhappy foodservice staff and unruly inmates. Further, many of our food-related ACA standards are dependent upon an effective foodservice program which this provider brings to the table.
2. Provide a brief justification for the selected vendor to supplement the response in Part II.

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PART III: SUPPLEMENTAL INFORMATION

As mentioned above Barbara Wakeen is a nationally recognized leader in this field. A major difficulty with testing the market at this stage concerns continuity of established services. Correctional nutrition is a delicate balance whereby major changes and/or disruptions in service can result in health and safety concerns for both staff and inmates—especially with regard to special medical diets and the like.

Ms. Wakeen has compiled an impressive list of pertinent credentials and certifications, including owner/operator of Correctional Nutrition Consultants from January 1995 to present. Her CV is available upon request.

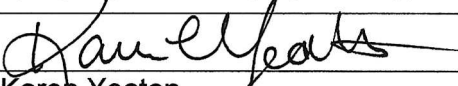
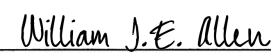
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The rates set forth in this amendment reflect a modest increase over the previous year's rates. It is the first such increase since the original contract was executed back in 2016. The Department considers this modest increase to be fair and reasonable. Each item in the contract is tied to specific program deliverables and outcomes.

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

The Department will consider competitively bidding these services if/when equally competent providers enter the correctional-nutritional market. For reasons noted on this waiver request, the Department considers continuity under the current provider to be of vital importance.

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:	Karen Yeaton	Date:	6/24/2021
Signature of DAFS Procurement Official:	DocuSigned by: 		
Printed Name:	william J.E. Allen <small>2D5B6E39F57E44A...</small>	Date:	6/25/2021

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