



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
DIVISION OF PROCUREMENT SERVICES
 STATE OF MAINE

PROCUREMENT JUSTIFICATION FORM (PJF)

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 intranet site (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:		DHHS/OBH/Cynthia McPherson(PM)/Christie Goodman(PA)/Crisis Stabilization		
Department Contract Administrator or Grant Coordinator:		Jennifer Levesque / Melinda Farrell		
(If applicable) Department Reference #:		Multiple, See Attached		
Amount: (Contract/Amendment/Grant)	Multiple, See Attached	Advantage CT / RQS #:	Multiple, See Attached	
CONTRACT	Proposed Start Date:	7/1/2023	Proposed End Date:	6/30/2024
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:		Multiple, See Attached List		
Brief Description of Goods/Services/Grant:		Crisis Stabilization Services		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)			
<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input checked="" type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input type="checkbox"/>	J. Willing and Qualified
<input type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. University Cooperative Project	<input checked="" type="checkbox"/>	L. Other Authorization- RFP extended

Please respond to ALL of the questions in the following sections.

PART III: SUPPLEMENTAL INFORMATION

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

There are three (3) distinct services provided in this service group, Crisis Intervention Mobile Response Services (Mobile Services) and Crisis Residential Services, and Crisis Telephone Response. The Provider shall provide effective Mobile Services and Residential services in the least restrictive setting and connect Persons in Crisis to community-based service providers.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

These services were competitively bid under RFP 201506113, 201506114 and 201706121. Due to the appeal process under RFP 201506114, the renewal periods are as follows:

Period	Start Date	End Date
Initial Period of Performance	1/1/2017	3/31/2018
Renewal Period 1	4/1/2018	3/31/2019
Renewal Period 2	4/1/2019	6/30/2020
Renewal Period 3	7/1/2020	6/30/2021
Renewal Period 4	7/1/2021	6/30/2022
Final Renewal	7/1/2022	6/30/2023

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

Mobile and Crisis Residential rates are based on existing MaineCare rates. 65% of the total allocation can be used for Ancillary costs that are outlined in the Rider A. The ancillary portion was increased in FY23 for the following reasons:

- Providers must maintain staffing, regardless of utilization
- Crisis Residential Units are not allowed to upstaff with children--not able to accept new referrals, when one child requires upstaffing
- Staff have been forced to be out due to COVID-cases where staff has a positive test, forced to isolate

The Crisis Telephone Response contract (MHC-24-700) is cost settled and this service does not have an established MaineCare Rate. Allocation is based on funding the staffing required based on historical call volumes.

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

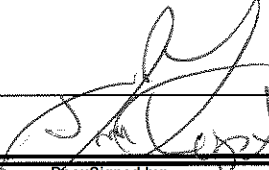
This Department is currently working on RFP OSAMHS20235 that has an anticipated 7/1/2024 contract start date.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V

PART V: APPROVALS			
The signatures below indicate approval of this procurement request.			
Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	11- June -23
Signature of DAFS Procurement Official:	DocuSigned by: <i>David Morris</i>		
Typed Name:	David MORRIS <small>2A644AF5681F482...</small>	Date:	6/26/2023

Agreement Number	Contract Start Date	Contract End Date	Agreement Amount	Service Group	Vendor Name
MHC-24-115	7/1/2023	6/30/2024	\$ 1,157,462.80	Crisis Stabilization - MHS	COMMUNITY HEALTH & COUNSELING SERVICES
MHC-24-240	7/1/2023	6/30/2024	\$ 433,178.38	Crisis Stabilization - MHS	AROOSTOOK MENTAL HLTH SERV INC
MHC-24-241	7/1/2023	6/30/2024	\$ 706,564.02	Crisis Stabilization - MHS	AROOSTOOK MENTAL HLTH SERV INC
MHC-24-322	7/1/2023	6/30/2024	\$ 1,448,879.86	Crisis Stabilization - MHS	CRISIS & COUNSELING CTR INC
MHC-24-413	7/1/2023	6/30/2024	\$ 972,748.91	Crisis Stabilization - MHS	SWEETSER
MHC-24-414	7/1/2023	6/30/2024	\$ 963,964.32	Crisis Stabilization - MHS	SWEETSER
MHC-24-415	7/1/2023	6/30/2024	\$ 510,060.75	Crisis Stabilization - MHS	SWEETSER
MHC-24-699	7/1/2023	6/30/2024	\$ 1,243,448.42	Crisis Stabilization - MHS	THE OPPORTUNITY ALLIANCE
MHC-24-700	7/1/2023	6/30/2024	\$ 2,825,813.64	Crisis Stabilization - MHS	THE OPPORTUNITY ALLIANCE