

## 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:                     |                      | Maine CDC / Disease Prevention and Control/ Oral Health |                    |           |
| Department Contract Administrator or Grant Coordinator: |                      | Chris Moiles<br>Kristen King                            |                    |           |
| (If applicable) Department Reference #:                 |                      | CD7-22-4518   |                    |           |
| Amount:<br>(Contract/Amendment/Grant)                   | \$64,490.00          | Advantage CT / RQS #:                                   | 10A 20210625*3802  |           |
| CONTRACT  | Proposed Start Date: | 7/1/2021  | Proposed End Date: | 6/30/2022 |
| 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:              |                      | Sunrise Opportunities<br>Machias, ME                    |                    |           |
| Brief Description of Goods/Services/Grant:              |                      | Dental - Program and service delivery coordination      |                    |           |

### 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 |
|  | C. Single Source/Unique Vendor    |   | I. Federal Agency Directed       |
|  | D. Proprietary/Copyright/Patents  | X | 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 purpose of this contract to support a county-wide Oral Health Education Program that provides coordination of and resources for school-based preventive oral health programming in elementary schools throughout the County and offers community wide resources for oral health promotion. School-based and school-linked oral health promotion and dental disease prevention programs are a proven and effective way of early intervention in dental disease, thus helping ultimately to have a positive impact on oral health status and access to care issues, and can be particularly effective in a large, mostly rural area that is generally underserved for dental care, such

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### PART III: SUPPLEMENTAL INFORMATION

as Washington County. A centralized resource for these programs, as well as for broader community efforts (in coordination with hospitals or other community organizations) is a cost-effective and efficient way of providing programs and services the Department wishes to support in Washington County.

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

The Provider is unique in that they were the only Provider to perform this service as demonstrated by the RFP process. As they have been providing this service for over 10 years, they are the only entity with the established relationships that allow for access into the school and community settings. The Provider is willing to provide the services and is qualified. It is crucial for coordination to be locally based and the Provider, providing county-wide services already, is accepted by schools and other organizations as a shared resource.

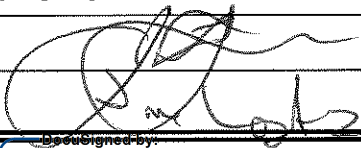
**3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.**

The Provider and its sub-program, Washington County Children's Program (WCCP) has consistently managed this program with a level-funded budget for over 10 years. WCCP's internal expenses and salaries are reasonable and the organization looks for ways to coordinate functions that will result in cost-savings to the agency and for this contract.

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

The Department is accepting Providers who are willing and qualified to provide the services required. The Department does not intend to RFP these services.

### 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> | 12-11-21  |
| <b>Signature of DAFS Procurement Official:</b>                          | <div style="border: 1px solid black; padding: 2px;"> <small>Signed By:</small><br/> <i>Kathy Paquette</i> </div> |              |           |
| <b>Printed Name:</b>  | 41C2BA36FAF44CD...<br>Kathy Paquette   | <b>Date:</b> | 7/28/2021 |