



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:	DOL/BRS/DVR		
Department Contract Administrator or Grant Coordinator:	Railey Guthrie, Contract Administrator Annette Stevens, P2P Grant Manager		
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$ 45,000	Advantage CT / RQS #:	20230905*0616
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	10/1/2023	Effective Date:
	Previous End Date:	9/30/2024	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:	Alpha One South Portland, ME 04106		
Brief Description of Goods/Services/Grant:	Independent Living Services (ILS) for persons with disabilities		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input checked="" 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 type="checkbox"/>	L. Other Authorization

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.

The Scope of Work in Rider A is amended as follows: Maine was awarded the Pathways to Partnerships (P2P) Disability Innovation Fund Grant from the Rehabilitation Services Administration, Office of Special Education and Rehabilitative Services, U.S. Dept. of Education. The overall goal of the Maine P2P project is to develop a collaborative innovative systemic model to effectively improve transition services across agencies to increase Competitive Integrated Employment for children and youth with disabilities. This model demonstration project represents a new opportunity to bring Center for Independent Living (CIL) resources into the transition planning process for grant participants. Through training of youth, families, service providers, and educators on Independent Living best practices and resources, increased numbers of students will be supported to reach their post-secondary independent living goals. As educators and service providers gain more knowledge of Independent Living services, cross-system capacity is built – ultimately strengthening transition plans with more meaningful Independent Living goals and objectives. Alignment of Independent Living services with Vocational Rehabilitation and education systems also allow for more robust delivery of Pre-Employment Transition Services and increased opportunities to expend the 15% set aside in ways that support collaboration and reduce duplication or siloed service delivery.

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

The vendor is a Center for Independent Living, as defined in the Rehabilitation Act. Qualified centers are listed at <http://www.ilru.org/html/publications/directory/>. There is only one independent living center in Maine, Alpha One, which provides services statewide from offices in Bangor and South Portland and with staff in Presque Isle.

Independent living centers are consumer-directed non-profit organizations, with directors and personnel who deliver services often being individuals who have disabilities or direct personal experience with disability issues. Other than Alpha One, no other independent living center is available to provide these services in Maine. The prescribed standards for establishing and operating an independent living center are in Section 725 of the Rehabilitation Act.

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

The State established the costs for delivering IL services with Alpha One several years ago, and they have not changed. The costs of the professional services by Alpha One's Independent Living Specialists are consistent with service fees for similar organizations. Alpha One is providing services to all areas of the state.

PART III: SUPPLEMENTAL INFORMATION

Alpha One is cost allocating part of an FTE to the Pathways to Partnerships (P2P) Disability Innovation Fund Grant from the Rehabilitation Services Administration, Office of Special Education and Rehabilitative Services, U.S. Dept. of Education.

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

In 2002, the Division advertised and solicited letters of intent for proposals for ILS, and Alpha One was the only respondent. In 2006, the Division again advertised and solicited letters of intent and several organizations responded, so the Division promulgated an RFP; five organizations requested a copy of the RFP, but none submitted proposals except Alpha One.

While development of additional IL centers in Maine might foster a more competitive IL network, the Statewide Independent Living Council, in the State Plan for Independent Living, does not envision such development as a viable option. The Title VII allocation to Maine is inadequate to support additional centers.

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

Does this request utilize ARPA/MJRP funds?

Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

No – If No, proceed to Part V.


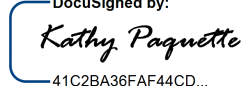
PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS Title 5, §18 and §18-A, in harmony with MRS Title 17, §3104.

The requesting department signatory understands and acknowledges Maine's Conflict of Interest statutes.

PART VI: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Laura A Fortman, Commissioner	Date:	6/26/2024
Signature of DAFS Procurement Official:	DocuSigned by:  41C2BA36FAF44CD...		
Typed Name:	Kathy Paquette	Date:	7/9/2024