



PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$10,000 submitted to the Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW

Department Office/Division/Program:	DHHS / OADS / Adult Day			
Department Contract Administrator or Grant Coordinator:	Althea Harris / Nicole Mitchell			
(If applicable) Department Reference #:	Multiple – See Addendum			
Agency Department Code:	10A	Advantage CT / RQS #:	Multiple – See Addendum	
Amount: (Contract/Amendment/Grant)	Multiple – See Addendum			
CONTRACT	Proposed/Original Start Date:	7/1/2025	Proposed/Most Recent End Date:	6/30/2026
AMENDMENT	New Effective Date:	7/1/2026	New End Date (if Applicable):	12/31/2026
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:	Multiple – See Addendum			
Brief Description of Goods/Services/Grant:	ADULT DAY SERVICES-SFY26 Amendment 3			

PART II: JUSTIFICATION FOR VENDOR SELECTION

Check the box below for 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	☒	J. Willing and Qualified
☐	E. Emergency	☐	K. Client Choice
☐	F. Higher Education Cooperative Project	☐	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.

This amendment adds funds to extend the CTMV through 12/31/2026, and clarifies contract language.

The Section 61 (OADS policy CMR 10-149) Program provides adult day services for older adults and adults with disabilities. Because supervision is not a covered service for many of the home and community-based services, adult day is a necessary service to allow individuals who need care in a supervised setting to remain in the community.

These services are a core function of the long-term care (LTC) delivery system. These services assist eligible individuals to remain as independent as possible in their homes and communities, delaying or preventing more expensive institutional care by increasing the availability of long-term services and supports in the community and serving individuals who are at the greatest risk of institutionalization.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

Section 61 Program is a state-funded program administered through the DHHS Office of Aging and Disability Services. The DHHS Office of Aging and Disability Services has determined that these providers have the requisite training and licensure to deliver these services.

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

The Section 61 Adult Day Services reimbursement rate is established by the MaineCare Benefits Manual Section 26, Day Health Services. Section 26 sets the rate for Day Care Services per quarter service hour (10-144 Ch. 101, Ch. III. Allowances for Services – Section 26).

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

The Department does not intend to RFP these willing and qualified services.

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) or (026) – 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

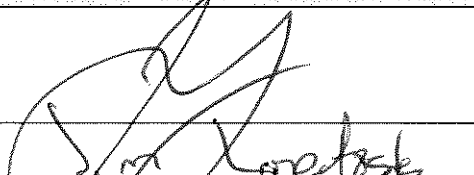
Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS Title 5, §18 and §18-A, in harmony with MRS Title 17, §3104.

☒ The requesting department's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

PART VI: APPROVALS

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	J. E. Hopton	Date:	2-21-26

2. Additional signature required **ONLY if box E (Emergency) is selected in PART II**. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	

****OSPS Section Only****

Signature of DAFS Procurement Official:	Signed by:  41C2BA36FAE44CD...		
Typed Name:	Kathy Blais	Date:	7/13/2026

Procurement Justification Form (PJF)

DHHS Office: OADS
Service: ADULT DAY SERVICES-SFY26 - Amendment 3
CTMV 10A 20250423ADULTDAYSERV

Vendor Name	Agreement Number	Amend Number	CTP 10A	Start Date	End Date	Amendment Projection	Total Revised Projected Spend
BRUNSWICK AREA RESPITE CARE PROGRAM	ADS-26-2902	B	20250423000ADS262902	7/1/2025	12/31/2026	\$43,048.00	\$148,350.07
PORTLAND CITY OF BETTY C KETCHUM FOUNDATION	ADS-26-2905	B	20250423000ADS262905	7/1/2025	12/31/2026	\$40,000.00	\$138,000.06
SOUTHERN ME AGENCY ON AGING	ADS-26-2908	B	20250423000ADS262908	7/1/2025	12/31/2026	\$0.00	\$1,293.84
MAINEGENERAL REHAB & LONG TERM CARE	ADS-26-2913	B	20250423000ADS262913	7/1/2025	12/31/2026	\$48,006.00	\$60,375.06
CENTRAL MAINE AREA AGENCY ON AGING	ADS-26-5907	B	20250423000ADS265907	7/1/2025	12/31/2026	\$55,650.00	\$189,832.86
SUNRISE OPPORTUNITIES	ADS-26-5910	B	20250423000ADS265910	7/1/2025	12/31/2026	\$2,500.00	\$8,625.06
AROOSTOOK AGENCY ON AGING	ADS-26-7891	B	20250423000ADS267891	7/1/2025	12/31/2026	\$375.00	\$1,293.84
AROOSTOOK COUNTY ACTION PROG INC	ADS-26-8912	B	20250423000ADS268912	7/1/2025	12/31/2026	\$30,000.00	\$77,625.00
	ADS-26-8913	A	20250926000ADS268913	7/1/2025	12/31/2026	\$82,650.00	\$284,940.00
Total Items amended	9				Total Projected	\$302,229.00	\$910,335.79