

**State of Maine
Waiver of Competitive Bidding Request Form**

Form Instructions: Please provide the requested information in the white boxes below. This form is to precede all contract requests that are not the direct result of a competitive bid process.

Requesting Department's Contract Administrator:	Cathy Severance	Office/Division/Program of Contract Administrator:	DOE – Educ in the Unorganized Territories
Est. Contract Amount:	\$13,000.00	Contract or RQS Number:	05C20190826*645
Proposed Start Date:	09/02/19	Proposed End Date:	06/30/20
Vendor/Provider Name, City, State:	Maxine Caler 62 Caler Rd., Centerville, ME 04623 mummamc1@yahoo.com		
Short Description of Good or Service:	Student transportation for 1 UT Centerville Twp student. RFP#201907119 anticipated an annual award through AY2023. There was 1 unaccepted high cost response. This qualified provider is willing to continue on an annual basis at this time.		
Please note, for transparency purposes, Waivers of Competitive Bidding will be publicly posted. Public postings are placed on the Division of Procurement Services website for a period of seven consecutive calendar days.	<p style="text-align: center;">To be completed by the Division of Procurement Services</p> <p>Posting dates on Division of <i>Procurement Services</i> website: From: <u>08/29/2019</u> To: <u>09/04/2019</u></p>		
Notice of Intent to Waive Competitive Bidding Number:	NOI# 0820191443		
1. Statutory Justification			
State of Maine statute (5 M.R.S. §1825-B(2)) allows waivers of competitive bidding only for the specific reasons listed below. Please mark the appropriate box (X) next to the justification which applies to this specific request.			
	A. The procurement of goods or services by the State for county commissioners pursuant to Title 30-A, section 124, involves the expenditure of \$2,500 or less, and the interests of the State would best be served;		
	B. The Director of the Bureau of General Services is authorized by the Governor, or the Governor's designee, to make purchases without competitive bidding because, in the opinion of the Governor or the Governor's designee, an emergency exists that requires the immediate procurement of goods or services;		
<i>If citing the above justification for this Waiver of Competitive Bidding request, please have the requesting Department's Commissioner or Chief Executive (as the Governor's "designee") sign and date on the right.</i>	<p><i>By signing below, I signify as the Governor's designee there is an emergency that necessitates this non-competitive procurement.</i></p> <p>Signature:</p>		
	Printed Name:	Date:	
	C. After reasonable investigation by the Director of the Bureau of General Services, it appears that any required unit or item of supply, or brand of that unit or item, is procurable by the State from only one source;		

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	D. It appears to be in the best interest of the State to negotiate for the procurement of petroleum products;	
	E. The purchase is part of a cooperative project between the State and the University of Maine System, the Maine Community College System, the Maine Maritime Academy, or a private, nonprofit, regionally accredited institution of higher education with a main campus in this State involving: (1) An activity assisting a state agency and enhancing the ability of the university system, community college system, Maine Maritime Academy, or a private, nonprofit, regionally accredited institution of higher education with a main campus in this State to fulfill its mission of teaching, research, and public service; (2) A sharing of project responsibilities and, when appropriate, costs;	
	<i>If citing the above justification for this sole source request, please note that the specific approval of the Governor's Office is required, in accordance with Executive Order 26 FY 11/12, "An Order to Enhance Competitive Bidding". The approval must be documented on DAFS/BGS/Division of Procurement Services "GOVCOOP" form, found here: http://www.maine.gov/purchases/info/forms/govcoop.doc.</i>	
	F. The procurement of goods or services involves expenditures of \$10,000 or less, in which case the Director of the Bureau of General Services may accept oral proposals or bids;	
	G. The procurement of goods or services involves expenditures of \$10,000 or less, and procurement from a single source is the most economical, effective and appropriate means of fulfilling a demonstrated need.	
X	If a different authorization specifically allows for this non-competitive procurement, please provide that reference here:	The EUT will accept any willing and qualified provider.
Please note that the following four points below (#2 through 5) all require a response.		
2. Description of Specific Need		
Please identify, and fully describe, the specific problem, requirement, or need the resulting non-competitive contract would address and which makes the goods or services necessary. Explain how the requesting Department determined that the goods or services are critical and/or essential to agency responsibilities or operations.		
Student's residing in the unorganized territories will be provided transportation services as identified by statute. It is not cost effective to place a bus and driver in this remote location to transport 1 student. Response to RFP#201907119 was low with 1 bidder willing at a cost of \$62,625.00 per year for 5 years. The EUT reaches out to and is willing to contract with any willing and qualified, certified licensed provider to perform the necessary services.		
3. Availability of other Public Resources		
Please explain how the requesting Department concluded that sufficient staffing, resources, or expertise is not available within the State of Maine's government, or other governmental entities (local, other state, or federal agencies) external to the requesting Department, which would be able to address the identified need more efficiently and effectively than the identified vendor.		

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The EUT reaches out to and is willing to contract with any willing and qualified provider to perform the necessary services. It is not cost effective to place a State bus and driver in this remote location to transport 1 student. Response to RFP#201907119 was low with only 1 transportation provider company bidding a cost of \$62,625.00 per year for 5 years. The EUT has located an individual qualified as a transportation provider at a significantly lower cost.

4. Cost

Since a waiver of competitive bidding is being requested for this procurement, please explain how the requesting Department concluded the negotiated costs, fees, or rates are **fair and reasonable**.

RFP 201907119 response bid would cost \$62,625.00 per year for one student or \$357.86/day
EUT provided bus and driver would cost an estimated \$56,000.00 per year or \$320/day for one student
Individual private transport for one student would cost \$13,000.00 or \$74.29/day.

5. Future Competition

Please describe potential opportunities which may be available to foster competition for these goods or services in the future.

The UT continually inquires, coordinates and collaborates with local area school districts in order to gain information in order to acquire willing providers who are qualified and/or already providing services in other local districts.

Please note that only one of the two points below ("Uniqueness" or "Timeframe") requires a response. Requesting Departments are not required to respond to both points.

6. Uniqueness

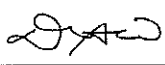
Please explain if the goods or services required are unique to a specific vendor. Describe the unique qualifications, abilities, and/or expertise of the vendor and how those particular unique factors address the specific need identified above. If the vendor has unique equipment, facilities, or proprietary data, also explain the necessity of these particular unique assets.

The cost of transportation for a private driver is less than providing the standard student bus service in this remote area. Also, the roads required to travel are not conducive to a large vehicle such as a school bus and not all roads to and from the student location are DOT roads as required for bus transportation of students. Students must be transported while school is in session in order to reduce/prevent absenteeism. Having a willing and qualified driver to ensure regular student transportation is necessary.

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7. Timeframe (Complete only if B. is the Statutory Justification marked on Page 1)

Please explain if time is of the essence and an emergency exists which requires the immediate procurement of goods or services. Describe the nature of this emergency, provide the date by which the goods or services must be delivered, and explain how that date was determined and its significance (i.e. impact if delayed beyond this date). Also, provide information as to how it was determined this vendor is the best option to address this time-sensitive procurement.

Signature of requesting Department's Commissioner or Chief Executive (or designee within the Commissioner's Office):	<i>By signing below, I signify that my Department requests, and I approve of, this Waiver of Competitive Bidding.</i>
	
Printed Name:	Daniel A. Chuta, Dept of Ed Deputy Commissioner
Date:	08/26/19