

## 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:		Division of Juvenile Services		
Department Contract Administrator or Grant Coordinator:		Sonja Morse		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 160,000	Advantage CT / RQS #:	CT 03A 2020051400000003307	
CONTRACT	Proposed Start Date:		Proposed End Date:	
AMENDMENT	Original Start Date:	July 1 <sup>st</sup> , 2020	Effective Date:	August 1 <sup>st</sup> , 2020
	Previous End Date:	June 30 <sup>th</sup> , 2021	New End Date:	June 30 <sup>th</sup> , 2021
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		New Beginnings 436 Main Street, Lewiston, ME, 04240		
Brief Description of Goods/Services/Grant:		Transitional Living Program		

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
X	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. University Cooperative Project		L. Other Authorization

PART III: SUPPLEMENTAL INFORMATION
Please respond to ALL of the following:
<b>1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.</b>
The Department is in need of a Transitional Living Program as a detention alternative to secure confinement. Due to the contract termination of a previous Transitional Living Program, the department does not have a Juvenile Division supported Transitional Living Program.

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### PART III: SUPPLEMENTAL INFORMATION

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

This contractor is currently the only licensed emergency shelter program located in Southern and Central Maine that is willing to take DOC referrals. It provides an array of less restrictive detention alternative services directed towards those youth being supervised through the Division of Juvenile services, including those who are one step away from being detained or committed, who are homeless, and those who are run-a-ways or on the verge of being homeless or a run-a-way due to the current domestic issues they are faced with.

New Beginnings will provide detention alternative, case management and family mediation services for youth referred to as Marian's Place short term residential program and our medium-term Transitional Living Program (TLP) to youth being referred from the Department of Corrections (DOC) as a supplemental service to the existing detention alternative contract. New Beginnings will hire and train two staff (one Case Manager & one Youth Worker at cost of \$160,000 per year) to increase New Beginnings capacity to manage the potential increase in behavior management in programs from these referrals. These staff will be identified as internal resources for the youth who are referred from DOC as well as support personnel for existing staff in these programs

New Beginnings will maintain two beds at TLP program for DOC referred youth and will assign the designated case manager to those youth. DOC & New Beginnings staff will engage in pre-referral case conferencing to ensure that youth being referred meet both the DOC & New Beginnings criteria for detention alternative as well as having the necessary supports in place to be successful in either Marian's Place or the TLP. The goal of placements at Marian's Place is to provide short term (30-90 days) safe housing while working with the family or other care givers to ensure a safe return home or other safe housing options. The goal of placements at the TLP will be to develop independent living skill that prepares residents for independent living upon program completion.

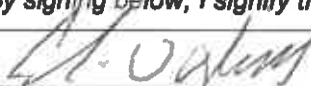
#### 3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The cost was negotiated and deemed to be fair and reasonable. New Beginnings will hire and train two staff (one Case Manager & one Youth Worker at cost of \$160,000 per year. The \$160,000 will be utilized for personnel services.

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

Due to the contract termination of a Corrections funded Transitional living program due to staffing shortages and high costs, there are no Department of Corrections funded transitional living programs that justice involved youth have access too. The contract will be reviewed each year and if there is an increase in Transitional Living Programs in the community, an RFP will be required.

### 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>	Colin O'Neill	<b>Date:</b>	8/4/20
<b>Signature of DAFS Procurement Official:</b>	<small>DocuSigned by:</small> <i>Laurie A. Andre</i>		
	<small>81084A22906E4FB...</small>		
<b>Printed Name:</b>	Laurie A. Andre	<b>Date:</b>	8/6/2020

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