

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.

PART I: OVERVIEW				
Department Office/Division/Program:		DHHS/OCFS		
Department Contract Administrator or Grant Coordinator:		Chris Moiles/Mary Alderman		
(If applicable) Department Reference #:		CFS-21-40XX		
Amount: (Contract/Amendment/Grant)	\$ See Attached Table	Advantage CT / RQS #:	See Attached Table	
CONTRACT	Proposed Start Date:	07/01/2020	Proposed End Date:	06/30/2021
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:		See Attached Table		
Brief Description of Goods/Services/Grant:		Transportation Services – Low Income and Child Welfare		

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
X	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:
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.
<p>The purpose of these template Agreements is to provide Transportation to children involved in open Child Protective Services cases, to individuals who have Low-incomes, and to individuals who have no other reasonable means of transportation to reach necessary destinations.</p> <p>The Providers determine eligibility, coordinate pickups and drop-offs, and transport each eligible client utilizing private and/or public vehicles.</p>

State of Maine Procurement Justification Form

PART III: SUPPLEMENTAL INFORMATION

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

The Department is using the current Providers because they have been in place for more than 20 years, and have the knowledge and infrastructure required to meet the transportation needs of the Child Welfare and Low Income clients. Having a new agency provide the service would require a large amount of start-up costs to purchase transportation vehicles, purchase software to manage routes and schedules, and to hire agency drivers/recruit volunteers.

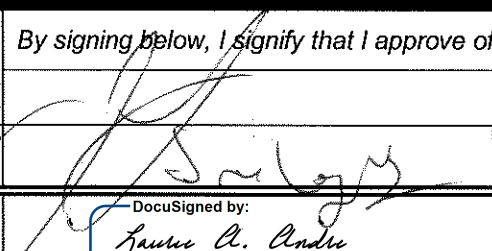
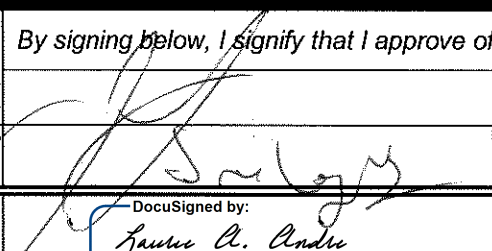
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The Department is using the same rates for this service, as in the current Agreement, and have been in the past years. The rate for State mileage reimbursement is being increased from \$0.44 per mile to \$0.45 per mile.

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

The Department has initiated a Transportation Programs Evaluation RFP (T2020007) to evaluate the services to determine the most effective and cost-efficient method of procurement.

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	By signing below, I signify that I approve of this procurement request.		
Printed Name:		Date:	8 - Aug - 20
Signature of DAFS Procurement Official:	DocuSigned by: 		
Printed Name:	Laurie A. Andre	Date:	8/10/2020

State of Maine Procurement Justification Form

Office: OCFS

Service Group: Transportation Services

Start: 7/1/2018

End: 6/30/2021

Vendor Name	Agreement Number	CT 10A	Agreement Amount
COMMUNITY CONCEPTS INC	CFS-21-4011	20200529000000003593	\$ 925,243.00
WESTERN MAINE TRANSPORTATION	CFS-21-4012	20200529000000003597	\$ 22,480.00
AROOSTOOK REG TRANS SYS INC	CFS-21-4013	20200529000000003599	\$ 440,920.00
KENNEBEC VALLEY COMMUNITY	CFS-21-4014	20200529000000003600	\$ 701,559.00
PENQUIS CAP INC	CFS-21-4015	20200529000000003601	\$ 649,821.00
REGIONAL TRANSPORTATION PROG	CFS-21-4016	20200529000000003602	\$ 731,220.00
WALDO COMMUNITY ACTION PARTNER	CFS-21-4017	20200529000000003603	\$ 117,133.00
YORK CTY COMM ACTION CORP	CFS-21-4019	20200529000000003604	\$ 370,506.00
DOWNEAST COMMUNITY PARTNERS	CFS-21-4020	20200529000000003605	\$ 393,318.00
		Total:	\$ 4,352,200.00