

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:		DEPT OF EDUCATION – Education In The Unorganized Territories			
Department Contract Administrator or Grant Coordinator:		Cathy Severance			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	\$ 14,500.00	Advantage CT / RQS #:	CT 05C20210806*285		
CONTRACT	Proposed Start Date:	09/01/21	Proposed End Date:	08/31/2022	
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:		Maxine Caler 62 Caler Rd., Centerville, ME 04623 mummamc1@yahoo.com VC0000182406			
Brief Description of Goods/Services/Grant:		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.			

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	x	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.**

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PART III: SUPPLEMENTAL INFORMATION

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 ineffective with only 1 bidder submitting a quote 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.**

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

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.


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

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 \$14,500.00 or \$82.86/day.

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

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

PART IV: APPROVALS

Signature of requesting Department's Commissioner (or designee):	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
Printed Name:	Daniel A. Chuhta	Date:	8/10/2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Michelle Fournier</i>		
Printed Name:	Michelle Fournier	Date:	8/20/2021


Certificate Of Completion

Envelope Id: 4ACC8B64D6AA48C6A43221D919375239	Status: Completed
Subject: Please DocuSign This Document	
Source Envelope:	
Document Pages: 2	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator: Daniel A. Chuhta Daniel.Chuhta@maine.gov
Envelopeld Stamping: Disabled	IP Address: 64.207.219.8
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	

Record Tracking

Status: Original 8/10/2021 2:01:27 PM	Holder: Daniel A. Chuhta Daniel.Chuhta@maine.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Maine Department of Education	Location: DocuSign

Signer Events

Signature	Timestamp
Daniel A. Chuhta Daniel.Chuhta@maine.gov Deputy Commissioner Maine Department of Education Security Level: Email, Account Authentication (None)	Sent: 8/10/2021 2:01:28 PM Viewed: 8/10/2021 2:02:03 PM Signed: 8/10/2021 2:02:25 PM Freeform Signing
	
Signature Adoption: Uploaded Signature Image Using IP Address: 72.231.250.95	

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In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent	Hashed/Encrypted	8/10/2021 2:01:28 PM
Certified Delivered	Security Checked	8/10/2021 2:02:03 PM
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