

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:		Office of the Attorney General			
Department Contract Administrator or Grant Coordinator:		Mark Toulouse/Lindsey Chasteen			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	\$ 127,993.00	Advantage CT / RQS #:	CT26A201200806*413		
CONTRACT	Proposed Start Date:	09/01/2020	Proposed End Date:	08/31/2021	
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:		University of Maine System acting through the University of Maine 5717 Corbett Hall, Room 408, Orono, Maine 04469-5717			
Brief Description of Goods/Services/Grant:		Data Collection/Research Project – Federal Grant			

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.**

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PART III: SUPPLEMENTAL INFORMATION

The University of Maine will provide the services of Dr. Marcella Sorg to the role of Project Director for the administration of the National Violent Death Reporting System grant that has been awarded to the Maine Office of the Attorney General, Office of the Chief Medical Examiner. The purpose of the grant is to create and maintain a statewide violent death reporting network, to provide surveillance data on violent deaths in Maine. Most of the work will take place in the Office of the State Medical Examiner in Augusta. This is year # 2 of a three-year award.

Dr. Sorg will work with Chief Medical Examiner Dr. Mark Flomenbaum (the PI on the CDC grant) and Dr. Margaret Greenwald (the Co-PI) to administer this project. She will be directly responsible for the data extraction from medical examiner files, the review and analysis of the data, and the direction for data dissemination and interaction with the Advisory Board members. Dr. Sorg will work with the Office of the Chief Medical Examiner research assistant to supervise the data collection process. She will travel to Augusta for this work, included abstracting Maine case data. Dr. Sorg will coordinate formation and implementation of the Advisory Group deliberations, supervise the data quality and administer other performance measures, attend NDVRS trainings and conferences, and analyze and present Maine VDRS data.

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

Maine currently has no position or office to conduct this type of data collection or research. This is very specific information and has been funded by a federal grant because of the uniqueness and lack of available resources. No private agencies or other organizations are in any capacity to manage this type of project. The lack of state, federal, local, private, nonprofit resources in this area of data collection is one of the factors creating the award for this grant project.

The previously-named project director has completed several epidemiological studies with the Maine Office of Chief Medical Examiner and has had several years of experience with the NVDRS and OD2A projects.

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

Cost is the same as a similar grant with University of Maine.

Unobligated funds in the budget for each project year will not be available beyond the end of the project, 8/31/21.

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

This federal grant program was a competitive process and open to any and all eligible candidates to apply. This grant was awarded on an impartial and fair basis. All purchasing of goods and services are on accordance with Maine purchasing guidelines and Federal Government grant requirements.

PART IV: APPROVALS

Signature of requesting

By signing below, I signify that I approve of this procurement request.

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Department's Commissioner (or designee):	<i>Mark A. Toulouse</i>		
Printed Name:	Mark A. Toulouse, Admin. Services Division Chief	Date:	8/27/2020
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Laurie Andre</i>		
Printed Name:	<small>81084A22906E45B</small> Laurie Andre	Date:	9/10/2020