

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)	\$ 8,946.00	Advantage CT / RQS #:	CT 05C20210812*334		
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:		Marie-Eve Chouinard 6061 The Arnold Trail, Coburn Gore, ME 04936 chouinma20@hotmail.com VC0000230232			
Brief Description of Goods/Services/Grant:		The purpose of this Contract is to provide student transportation for Coburn Gore students to school in Eustis, Maine as required per EUT regulations. This provider is a sole source provider as inquiries as to availability of qualified providers has not been successful for this rural area in previous years. Contractor will provide daily student transportation of all Coburn Gore students to the Stratton School, located in Eustis, Maine, during academic year 2021-2022. The contractor will be paid \$51.12 per day for services rendered up to the contract total of \$8,946.00.			

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:

State of Maine Procurement Justification Form

PART III: SUPPLEMENTAL INFORMATION

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

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 5 students. Public transportation services are not available.

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. The EUT has located an individual qualified as a transportation provider at a significantly lower cost at the standard .45 per mile rate.


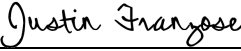
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

UT provided bus and driver would cost an estimated \$56,000.00 per year or \$320/day.
Individual private transport will cost \$8,946.00 or \$51.12/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:	8/23/2021
Signature of DAFS Procurement Official:	DocuSigned by: 		
Printed Name:	AEED9C7B3A8044E... Justin Franzose	Date:	9/1/2021


Certificate Of Completion

Envelope Id: BF751044B56C4A5D87CE62FD636C5B63	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: 64.207.219.137
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	

Record Tracking

Status: Original 8/23/2021 11:27:29 AM	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: 8/23/2021 11:27:31 AM Viewed: 8/23/2021 11:27:42 AM Signed: 8/23/2021 11:28:05 AM Freeform Signing
Signature Adoption: Uploaded Signature Image Using IP Address: 72.231.250.95	

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

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	8/23/2021 11:27:31 AM
Certified Delivered	Security Checked	8/23/2021 11:27:42 AM
Signing Complete	Security Checked	8/23/2021 11:28:05 AM
Completed	Security Checked	8/23/2021 11:28:05 AM
Payment Events	Status	Timestamps