

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:		DOE – Education In The Unorganized Territories	
Department Contract Administrator or Grant Coordinator:		Cathy Severance – EUT	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$10,000.00	Advantage CT / RQS #:	05C20210128*2123
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	02/01/21	Effective Date:
	Previous End Date:	06/30/21	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		Penquis CAP PO Box 1162, Bangor, ME 04402-1162	
Brief Description of Goods/Services/Grant:		SPED EDUC Individual Transp from Bangor Reg Program to Kingman home for each in-school day for AY21-22.	

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:

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

The purpose of this Contract is to secure weekday Special Education Transportation services from Kingman to Bangor Regional Program as required per student's IEP from 08/15/21-08/14/22. The Provider shall provide ROUND TRIP transportation on each in-school calendar day for the AY21-22. The EUT accepts any willing and qualified provider for services.

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PART III: SUPPLEMENTAL INFORMATION

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

The selected vendor is willing and qualified to provide the daily Bangor to Kingman PM 158-mile round-trip service. The previously used vendor, Cyr Bus Lines, is currently short of available certified drivers due to Covid-19.


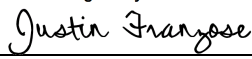
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The cost of .44 per mile is a standard and reasonable mileage rate that is also equal to the State of Maine rate.

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

The EUT accepts any willing and qualified provider of services. The EUT communicates regularly with all the schools/districts where UT students attend to learn of new and available service providers in the rural areas.

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:	08/17/2021
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>AEED9C7B3A8044E...</small> Justin Franzose	Date:	9/13/2021


Certificate Of Completion

Envelope Id: 0B53A9684E5D400A9C7DB1FC3F399C9C	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: 64.207.219.73
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	

Record Tracking

Status: Original 8/17/2021 4:06:02 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: 8/17/2021 4:06:03 PM Viewed: 8/17/2021 4:06:32 PM Signed: 8/17/2021 4:07:09 PM 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	8/17/2021 4:06:03 PM
Certified Delivered	Security Checked	8/17/2021 4:06:32 PM
Signing Complete	Security Checked	8/17/2021 4:07:09 PM
Completed	Security Checked	8/17/2021 4:07:09 PM
Payment Events	Status	Timestamps