

## 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:		DOL/BRS/DBVI		
Department Contract Administrator or Grant Coordinator:		Annette Stevens		
(If applicable) Department Reference #:				
Amount: (Contract/Amendment/Grant)	\$ 13,000.00	Advantage CT / RQS #:	20210909000000000630	
CONTRACT	Proposed Start Date:	9/20/2021	Proposed End Date:	12/31/2021
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:		Sky's the Limit Communications LLC 8 Primrose Dr. Hershey, PA. 17033		
Brief Description of Goods/Services/Grant:		IOS Intensive Training for DBVI Staff to benefit client service delivery.		

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

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### PART III: SUPPLEMENTAL INFORMATION

Staff for Division for the Blind and Visually Impaired need to be well equipped with assistive technology expertise to better serve blind and visually impaired citizen of Maine. Phone communication is one of the most important forms of assistive technology and is crucial to being able to connect with clients and potential clients, as well as to help these individuals use their IOS devices to prepare for employment. IOS devices are considered to be the front runners in accessibility and the features and uses of these devices are vast and evolving. DBVI is seeking a professional training or in-service specifically for IOS devices.

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

DBVI sought out training from a Maine assistive technology provider and they stated that they could not meet the needs of staff. Maine DBVI has worked with Sky's the Limit Communications LLC on a training series that was delivered to clients of DBVI in a virtual format. They were willing to develop an individualized program for Maine DBVI staff, primarily VR counselors and Transition Consultants, to help them further their knowledge of IOS programs and its features that are specific to those that are blind and visually impaired.

David DeNotaris has over 25 years in the fields of education, vocational training and employment. Blind from a young age, DeNotaris has developed success strategies, techniques and methods that have empowered thousands of individuals to achieve their academic, employment and independent living goals.

Matthew is a certified Apple Teacher and owner of, The Tech Juggernaut. Having been blind since the age of three, Matthew Vollbrecht recognized that he might have to do some things differently than his sighted counterparts. Matt is a certified Apple Teacher by Mac OS Yosemite.

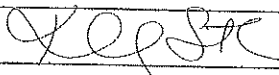
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The costs were negotiated with the vendor and are reasonable for trainers with this amount of professional experience.

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

It is unknown at this time if this training will be needed again in the future, however, If another vendor can provide the equivalent, individualized, and professional training program and DBVI needs further training in this area, DBVI will compare rates and or go out to bid.

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	Kimberly Smith, Deputy Commissioner	<b>Date:</b>	9/17/2021
<b>Signature of DAFS Procurement Official:</b>	<small>Deauthorized by:</small> <i>Kathy Paquette</i>		
<b>Printed Name:</b>	<small>41C2BA36FAF44CD...</small> Kathy Paquette	<b>Date:</b>	9/22/2021