

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-EDUC IN THE UNORG TERRITORIES	
Department Contract Administrator or Grant Coordinator:		Cathy Severance	
(If applicable) Department Reference #:			
Amount: (Contract/Amendment/Grant)	\$10,000.00	Advantage CT / RQS #:	05C20180724*244
CONTRACT	Proposed Start Date:		Proposed End Date:
AMENDMENT	Original Start Date:	08/27/18	Effective Date:
	Previous End Date:	08/26/22	New End Date:
GRANT	Project Start Date:		Grant Start Date:
	Project End Date:		Grant End Date:
Vendor/Provider/Grantee Name, City, State:		AMHC PO Box 1018, Caribou, ME 04736-1018 VC#1000005876	
Brief Description of Goods/Services/Grant:		Child Psychological Services as required to be provided to EUT Special Education students per Federal/State IDEA Laws.	

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
x	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 special education services as identified in each student's Individual Education Plan (IEP). Students are identified using mandated criteria set forth per Federal IDEA & Maine State Regulations. Every school is required by federal statute to provide a Free Appropriate Public Education (FAPE) for all students regardless of disability. The EUT does not have certified licensed psychologists on staff to provide the required services. 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.

AMHC is fully licensed and able to provide the necessary services as needed and upon request. In addition, the fees charged by AMHC are consistent with other facilities as well as some private providers who were willing in the past to provide these services. The cost of travel for AMHC is less costly because of the locations of their facilities and the schools that are being served.

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


The fees charged by AMHC are consistent with other facilities as well as some private providers who were willing in the past to provide these services. The cost of travel for AMHC is less costly because of the locations of their facilities and the schools that are being served.

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

The EUT began the State of Maine process of submitting an RFP in order to advertise/request services from providers. During the RFP review process, it was determined that due to the location of the rural areas requiring services, limited responses to past competitive bids for these services in these areas and the fact that the UT was willing to accept any willing, certified licensed provider, a competitive process is not required.

The UT continually inquires, coordinates and collaborates with local area school districts 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, DOE Deputy Commissioner	Date:	8/16/2022
Signature of DAFS Procurement Official:			
Printed Name:		Date:	


Certificate Of Completion

Envelope Id: D072C16EBBFC46169C4E84825D1E1862	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: 64.207.219.9
Time Zone: (UTC-05:00) Eastern Time (US & Canada)	

Record Tracking

Status: Original 8/16/2022 4:02:43 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: 8/16/2022 4:02:44 PM Viewed: 8/16/2022 4:02:57 PM Signed: 8/16/2022 4:03:15 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	8/16/2022 4:02:44 PM
Certified Delivered	Security Checked	8/16/2022 4:02:57 PM
Signing Complete	Security Checked	8/16/2022 4:03:15 PM
Completed	Security Checked	8/16/2022 4:03:15 PM
Payment Events	Status	Timestamps