



PROCUREMENT JUSTIFICATION FORM (PJF)

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 intranet site (Forms page) for additional instructions.

PART I: OVERVIEW
Table with fields: Department Office/Division/Program, Department Contract Administrator or Grant Coordinator, (If applicable) Department Reference #, Amount, Advantage CT / RQS #, CONTRACT, AMENDMENT, GRANT, Vendor/Provider/Grantee Name, City, State, Brief Description of Goods/Services/Grant.

PART II: JUSTIFICATION FOR VENDOR SELECTION
Check the box below for the justification(s) that applies to this request. (Check all that apply.)
Table with options A through L: A. Competitive Process, B. Amendment, C. Single Source/Unique Vendor, D. Proprietary/Copyright/Patents, E. Emergency, F. University Cooperative Project, G. Grant, H. State Statute/Agency Directed, I. Federal Agency Directed, J. Willing and Qualified, K. Client Choice, L. Other Authorization.

Please respond to ALL of the questions in the following sections.

<b>PART III: SUPPLEMENTAL INFORMATION</b>	
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.	<p>Spurwink Services Inc. continues to be the only Functional Family Therapy (FFT) program in Maine. FFT is a family strengths-based clinical assessment and intervention model built on a foundation of acceptance and respect. FFT addresses risk and protective factors within and outside of the family that impact adolescents and their adaptive development. FFT is considered an EBP for at-risk youth and families experiencing behavior problems, conduct disorder, substance use, and delinquency. Maine needs existing FFT teams to be fully staffed as well as new teams developed to expand evidence-based services into underserved and non-served areas. The goal is to reduce the waitlist for services and provide these high quality EBPs to children and families resulting in a reduction of need for higher level services.</p> <p>The purpose of this Agreement is to assist and strengthen the Provider's FFT program by establishing incentives for meeting maximum team staffing levels, program expansion in areas with a waitlist for services, and meeting identified targeted performance measures.</p>
2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.	<p>Spurwink has the only certified FFT program in the State.</p>
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.	<p>The deliverables as outlined in this agreement are not included in the FFT MaineCare rate. The Department met with the provider, requested current FFT implementation costs and future cost increases, reviewed implementation reports, and met with other State stakeholders to determine how to financially support this FFT provider in Maine to build/rebuild sustainable teams in areas with high waitlist numbers for services.</p>
4. Describe the plan for future competition for the goods or services.	<p>The Department does not plan to RFP for this service.</p>

<b>PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS &amp; RECOVERY PLAN (MJRP)</b>	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).	
<input type="checkbox"/> Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.	
<input checked="" type="checkbox"/> No – If No, proceed to Part V.	

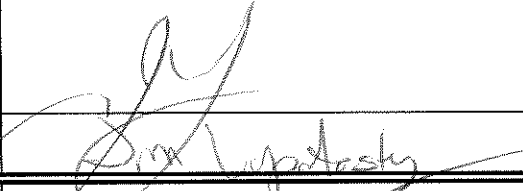
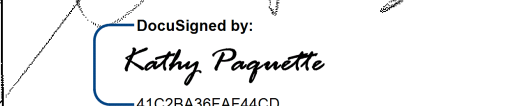
**PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE**

Maine law contains Conflict of Interest statutes directed to State Departments, State Officers, and Employees Generally under MRS Title 5, §18 and §18-A, in harmony with MRS Title 17, §3104.

The requesting department signatory understands and acknowledges Maine's Conflict of Interest statutes.

**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Jim Lupatasky	Date:	20-Aug-24
Signature of DAFS Procurement Official:	 41C2BA36EAF44CD		
Typed Name:	Kathy Paquette	Date:	9/4/2024