



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
OFFICE OF STATE PROCUREMENT SERVICES
STATE OF MAINE

PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$10,000 submitted to the Office of State 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 Procurement Services intranet site (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:		DHHS / OCFS		
Department Contract Administrator or Grant Coordinator:		Nicole Mitchell		
(If applicable) Department Reference #:		Early Childhood Mental Health-SFY27 Template		
Agency Department Code:	10A	Advantage CT / RQS #:	Multiple – See Addendum	
Amount: (Contract/Amendment/Grant)		Multiple – See Addendum		
CONTRACT	Proposed/Original Start Date:	7/1/2026	Proposed/Most Recent End Date:	6/30/2027
AMENDMENT	New Effective Date:		New End Date (if Applicable):	
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Multiple – See Addendum		
Brief Description of Goods/Services/Grant:		Infant and Early Childhood Mental Health Consultation (IECMHC)		

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

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

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.

L.D. 997, an Act to Promote Social and Emotional Learning and Development for Children was enacted in June 2019 as 34-B M.R.S. §15011. Since January 2021, Maine has provided Infant and Early Childhood Mental Health Consultation (IECMHC) services, which is an evidence-based, preventative service used nationwide to address the social-emotional and mental health needs of young children in the environments in which they learn and develop, including child care, early education settings, and within their families. IECMHC has been shown to contribute to improved quality of child care programs, which aligns with the Department's goal to ensure children and families receive accessible, high-quality child care. Furthermore, IECMHC has been shown to reduce suspensions and expulsions of children from early childhood education and child care settings, thereby ensuring that children and families can continue to access needed child care resources.

To adhere to the requirements of 34-B M.R.S. §15011, the Department has implemented an Infant and Early Childhood Mental Health Consultation program model designed specifically for Maine that is evidence-informed, aligned with national best practices, and grounded in statewide strategic priorities, needs assessments, and evaluation findings. The model integrates fidelity monitoring, data management, and client-centered design to strengthen system alignment. Maine's IECMHC program model embeds consultation within existing infrastructure which promotes sustainability, transparency, and cross-sector collaboration. Continuous quality improvement processes and iterative design establish a foundation for scaling and replicating state-managed IECMHC models that are data-informed and tailored to local context.

IECMHC services are available to caregivers in eligible early care and education settings, including families, to address the behavioral and mental health needs of children from birth to eight (8) years old. IECMHC services support the implementation of strategies to prevent suspension and expulsion of children from early care and education settings, including children in the care and/or custody of the Department who are at risk of losing their child care placement. IECMH consultants provide classroom-wide and child-specific consultation to early care and education settings to promote positive and developmentally appropriate classroom environments. Families are included in the child-specific services and receive home observations and visits with the IECMH consultant to address concerns with a child's emotional needs or behavior. Services are available to licensed child care facilities, licensed family child care programs, public schools, and afterschool programs.

Provider staff will collaborate with Early Care and Education (ECE) Settings, Caregivers and the Department to provide consultation, education, and technical assistance with fidelity to Maine's IECMHC program model which promotes Children's healthy social-emotional development; strengthens Children's relationships with the Caregivers in their lives; and decrease the likelihood of exclusion of Children from ECE Settings due to social-emotional concerns.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the solicitation (RFP/RFA/RFQ) number if applicable.

The vendors were selected through the competitive process under RFP#s 202009136, 202103037, and 202210165, the final procurement ends on 6/30/2026. The Department is delayed in issuing a

PART III: SUPPLEMENTAL INFORMATION

new RFP as it has sought further consultation procured under 202210165 in order to transition to a new ME model based on national best practices.

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

The cost of these services was deemed fair and reasonable by OCFS during the budgetary review of the proposals awarded through the RFP#s 202009136, 202103037, and 202210165, and upon successful negotiations with the awarded Bidder.

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

The Department intends to competitively procure these services for a 7/1/2027 contract start date.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)

Does this request utilize ARPA/MJRP funds?

☐ Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

☐ Yes, ARPA funds (025) or (026) – If Yes, please be aware of the requirements from awarding federal agencies.

☒ 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's signatory affirms, understands, and acknowledges Maine's Conflict of Interest statutes and, in accordance with those statutes and to the best of their knowledge, has determined that no conflict of interest exists at the time of this contract, renewal, or amendment.

PART VI: APPROVALS

Governor/Department Commissioner or Designee

1. The signature below indicates approval of this procurement request.

Signature of requesting
Department's Commissioner
(or designee):

Signed by:

5DC6307B8558482...

Typed Name:

Debra Downer Grady, Deputy
Director for Competitive Procurement

Date:

Jun-10-2026

2. Additional signature required **ONLY if box E (Emergency) is selected in PART II**. The signature below indicates approval by the Department's Commissioner, or the designee specifically authorized to approve emergency procurement requests.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	

****OSPS Section Only****

Signature of DAFS Procurement Official:	DocuSigned by: <i>David Morris</i> 2A644AF5681F482...		
Typed Name:	David Morris	Date:	9/2/2026

NOI 0920260641 9/2/2026 - 9/8/2026

DHHS Office:OCFS

Service:EARLY CHILDHOOD MENTAL HEALTH - SFY27

Vendor Name	Agreement Number	CT 10A	Start Date	End Date	Agreement Amount
COMMUNITY CARE	ECE-27-3018	20260512000ECE273018	7/1/2026	6/30/2027	\$1,707,460.00
SUNRISE OPPORTUNITIES	ECE-27-3020	20260512000ECE273020	7/1/2026	6/30/2027	\$348,133.00
Total Items	2	Totals			\$2,055,593.00