

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:		DHHS/OCFS/Child Welfare		
Department Contract Administrator or Grant Coordinator:		Chris Moiles/Jennifer Levesque		
(If applicable) Department Reference #:		OVP-21-2400		
Amount: (Contract/Amendment/Grant)	\$ 350,000.00	Advantage CT / RQS #:	CT 10A 20200805000000000406	
CONTRACT	Proposed Start Date:	7/1/2020	Proposed End Date:	9/30/2021
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:		Immigrant Resource Center of Maine (IRCM) Lewiston, Maine		
Brief Description of Goods/Services/Grant:		Support Services for Immigrant and Refugee Victims		

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:
1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.
<p>The purpose of this agreement is to provide Victims, who are a part of immigrant and refugee communities, culturally and linguistically sensitive services that promote a safe, healthy and equitable future. This agreement meets the Departments' Office of Child and Family Services' Strategic Goals #1 and #2 to Improve stability, health and wellbeing, and quality permanent connections of individuals and families, and to Improve the safety</p>

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PART III: SUPPLEMENTAL INFORMATION

of youth, families and communities. The Provider shall promote empowerment and a multi-cultural environment for Victims who are primary refugees, secondary immigrants, and/or asylum seekers by serving as cultural brokers and assisting Victims by reducing barriers and enhancing skills.

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

The Immigrant Resource Center of Maine (IRCM) has staff with specific cultural and linguistic abilities to deliver specialized Victim Services to the Target Population. IRCM is a nonprofit organization, eligible for VOCA grant funding, to provide Victim Services. Currently, IRCM provides these specialized services through other funding streams. The purpose of this agreement is to continue services to enhance culturally and linguistically-specific services for Victims within the immigrant and refugee populations residing in Maine.

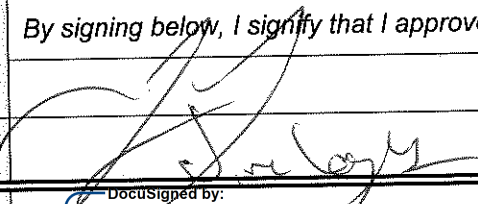
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The costs for these services are comparable to costs allocated to providers of similar services within the State and New England.

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

The Department has Victim Services Needs Assessment RFP 202007119, scheduled for an anticipated contract start date of 10/1/2020. The outcomes from this assessment will inform the Department's strategic funding plan within an RFP.

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:		Date:	4-Sep-20
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Kathy Paquette</i>		
Printed Name:	<small>41C2BA36FAF44CD...</small> Kathy Paquette	Date:	10/19/2020