

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:		Maine CDC / Disease Prevention and Control	
Department Contract Administrator or Grant Coordinator:		Lora Blackwell / Chris Moiles	
(If applicable) Department Reference #:		CD3-21-4482	
Amount: (Contract/Amendment/Grant)	\$ 99,400.00	Advantage CT / RQS #:	CT 10A 20200701000000000002
CONTRACT	Proposed Start Date:	7/1/2020	Proposed End Date: 6/30/2021
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:		MaineHealth Westbrook, ME	
Brief Description of Goods/Services/Grant:		School Based Health Care Services	

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.
Maine's School Based Health Centers (SBHCs) provide medical and behavioral health care to over 2500 adolescents across the state. By making these vital services available in the school setting, SBHCs increase access to necessary services among youth who might otherwise go without care, and reduce the need for students and parents to miss school or work to attend outside appointments. School Based Health Center services are provided through local partnerships between a health care organization and a school department. School districts provide physical clinic space within a middle and/or high school building, as well as administrative staffing and oversight, and in-kind support. The local health care entity provides medical and behavioral health clinicians, clinical oversight and supervision, and referrals to external sources of care.
2. Provide a brief justification for the selected vendor to supplement the response in Part II.

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PART III: SUPPLEMENTAL INFORMATION

Vendors providing School Based Health Center services must possess very specific partnerships, staffing, and facilities. Vendors must have existing Memoranda of Agreement with local school districts or health care organizations, licensed and qualified staff, and facilities that meet minimum standards. The vendor has been providing these services for a number of years and this agreement would provide continuous service as required by the legislature.

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

Costs for all School Based Health Center services are determined by a formula that allocates funding based on the total number of students eligible for care, the number of clinic locations, and overall student need (as measured by percent of the student body eligible for free/reduced lunch). This funding formula was instituted as part of the last RFP process, and all SBHCs will be funded at the current level for the duration of the contract extension. Funding for SBHC sites is based on overall student population, level of economic need (as measured by free/reduced school meals eligibility), and proposed hours of operation (see funding formula below). Funding is calculated for each SBHC clinic site managed by the Provider.

Medical Services:

Tier	Student Population*	Hours of Service**	% Free/reduced	Annual Funding
I	Less than 750	8	Less than 40%	Up to \$23,000
II	Less than 750	8-15	More than 40%	Up to \$29,000
	More than 750	15+	Less than 40%	
III	More than 750	15+	More than 40%	Up to \$35,000

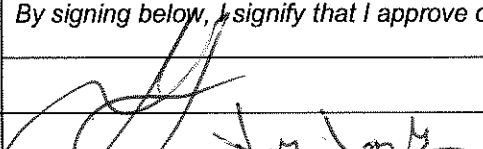
Behavioral Health Services:

Tier	Hours to be provided	Funding available
I	Minimum of 16	\$15,000
II	Minimum of 20	\$17,000
III	Minimum of 24	\$21,000

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

An RFP for these services will be released in the Fall of 2020 to allow for a competitive application process.

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:	23-Sep-20
Signature of DAFS Procurement Official:	DocuSigned by: <i>Kathy Paquette</i>		
Printed Name:	Kathy Paquette <small>41C2BA36FAF44CD...</small>	Date:	10/28/2020