

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		
Department Contract Administrator or Grant Coordinator:		Chris Moiles Shawn Belanger		
(If applicable) Department Reference #:		Multiple, See Attached		
Amount: (Contract/Amendment/Grant)	\$770,000	Advantage CT / RQS #:	Multiple, See Attached	
CONTRACT	Proposed Start Date:	10/1/2021	Proposed End Date:	9/30/2023
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:		Multiple, See Attached		
Brief Description of Goods/Services/Grant:		Victim Advocacy		

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 and witnesses of crime access to advocacy services. These services are intended to provide victims with resources, to understand the criminal justice system and their rights within that system, and ensure the Victim or witness receives appropriate advocacy services.</p>

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PART III: SUPPLEMENTAL INFORMATION

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

Each District Attorneys' office that provides Victim Witness Advocacy is provided funding for one (1) Victim Witness Advocate.

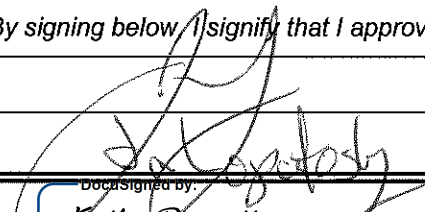
3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The costs for the main agreement were determined fair and reasonable when compared to previous contracts and ongoing costs associated with the scope of service. All seven providers are receiving the same amount of funding.

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

The Department is in the process of conducting a victim services needs assessment and the outcome will inform the strategic funding plan for the violence prevention services procured by the Department for a 10/1/2023 start date.

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:	12-08-21
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> <i>Kathy Paquette</i>		
Printed Name:	<small>41C2BA36FAF44CD...</small> Kathy Paquette	Date:	10/26/2021

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Office: OCFS
Service Group: Victim Advocacy
No. of Vendors: 7
Start Date: 10/01/2021
End Date: 09/30/2023

Vendor Name	Agreement Number	CT#	VC#	Total Agreement Amount
Androscoggin County DA	OVP-22-2300	20210902000000000564	VC1000003936	\$110,000.00
Aroostook County Commissioners	OVP-22-2301	20210902000000000565	VC1000005860	\$110,000.00
City of Portland	OVP-22-2307	20210902000000000573	VC1000073492	\$110,000.00
Kennebec County DA	OVP-22-2303	20210902000000000567	VC1000049753	\$110,000.00
Knox County DA	OVP-22-2304	20210902000000000569	VC1000051321	\$110,000.00
Penobscot County	OVP-22-2305	20210902000000000571	VC1000072239	\$110,000.00
Washington County DA	OVP-22-2308	20210902000000000572	VC1000095370	\$110,000.00