

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/Jennifer Levesque			
(If applicable) Department Reference #:	CFS-21-1503			
Amount: (Contract/Amendment/Grant)	\$ 22,032.00	Advantage CT / RQS #:		
CONTRACT	Proposed Start Date:	7/1/2020	Proposed End Date:	6/30/2022
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:	National Children's Advocacy Center (NCAC) Huntsville, Alabama			
Brief Description of Goods/Services/Grant:	Advanced Forensic Interviewing for Child Welfare Workers			

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.

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PART III: SUPPLEMENTAL INFORMATION

The Office of Child and Family Services (OCFS), Child Welfare staff conducts forensic interviews daily. Solid forensic interviewing skills increases child safety and productivity and could decrease overturn rates of findings within the OCFS, which is currently higher than the national average, at forty-four percent (44%) overturn rate. Having access to this training increases skill and competence in our staff, which then offers better service to the families of Maine.

All OCFS Child Welfare staff are required to participate in basic forensic interviewing training when they join the Department. That training curriculum consists of the background behind the protocol, the research that supports it, the steps to the protocol, child development, and the appropriate questions to ask while assessing child abuse allegations. The Advanced Forensic Interviewing Training has a dual focus: an emphasis on developing specific interviewing skills supported by research, and an additional focus on increasing the interviewer's ability to describe and defend the skills and protocol employed in a child forensic interview.

Sixty (60) OCFS Child Welfare staff would be able to participate in this training. There would be three (3), two (2)-day trainings scheduled within the State.

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

The Advanced Forensic Interviewing Training offered by the National Children's Advocacy Center is the same model that is used in the basic forensic interviewing training that is required for OCFS Child Welfare staff.

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

The NCAC trainers will offer three (3), two (2)-day Advanced Forensic Interviewing Virtual Trainings. Approximately thirty (30) OCFS Child Welfare staff will participate in each training. The total cost for these trainings delivered by NCAC for sixty (60) Child Welfare staff would be \$22,032.00. The training fee for each of the three (3), (2)-day sessions is \$7,344.00. ($\$7,344 \times 3 = \$22,032.00$)

The ChildFirst Training offered on location by Gundersen National Child Protection Training Center costs \$399.00 per person. For one (1) OCFS Child Welfare staff to travel to the location plus the registration for the training would be approximately \$1,399.00. ($\$1,399.00 \times 60 = \$83,940.00$)

The ChildFirst Training offered on location by CornerHouse costs \$1,175.00 per person. For one (1) OCFS Child Welfare staff to travel to the location plus the registration fee for the training would be approximately \$2,175.00. ($\$2,175.00 \times 60 = \$130,500.00$)

In addition to the proprietary training model and unique expertise of this Provider, the Department determined that there is both cost savings and efficiency in having the NCAC trainer travel to the State of Maine to conduct their Advanced Forensic Interviewing Training.


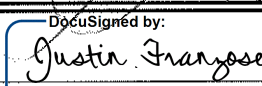
4. Describe the plan for future competition for the goods or services.

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PART III: SUPPLEMENTAL INFORMATION

The NCAC Advanced Forensic Interviewing Training is developed from the same model that OCFS Child Welfare staff are initially trained in, and is a proprietary tool developed by NCAC. As an option for future trainings, the Department explored whether NCAC offers a train-the-trainer program; they do not. The Department does not intend to RFP this service.

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:	9-Oct-20
Signature of DAFS Procurement Official:	<small>DocuSigned by:</small> 		
Printed Name:	<small>AEED9C7B3A8044E...</small> Justin Franzose	Date:	11/20/2020