

## 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:		Office of School and Student Supports, Maine Department of Education			
Department Contract Administrator or Grant Coordinator:		Amelia Lyons, McKinney Vento Homeless Education Consultant			
(If applicable) Department Reference #:					
Amount: (Contract/Amendment/Grant)	\$ 120,000	Advantage CT / RQS #:	20210903*0582		
CONTRACT	Proposed Start Date:	10/15/21	Proposed End Date:	8/30/24	
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:		Shaw House, 136 Union St, Bangor, ME 04401			
Brief Description of Goods/Services/Grant:		McKinney-Vento Implementation through American Rescue Plan – Homeless Children and Youth, State Reservation			

### 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
<b>X</b>	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 services to be provided under this contract are to support the identification, outreach, and provision of services to children, youth, and families who qualify as McKinney-Vento. The provider will offer wrap around services and referrals for the children and youth and connect them to their local McKinney-Vento liaison for additional support. This provider will also assist the Maine Department of Education with a professional development project to Local Education Agencies throughout the state regarding their unique expertise in the field of serving people experiencing homelessness.

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

Shaw House is uniquely qualified to provide these services in the central and northern regions of the state because they are already the recognized provider in this region. Shaw House provides to homeless youth a Shelter and Drop-in Day Program, Street Outreach Program, and Transitional Living Program.

Shelter & Drop-in Day Program for Homeless Youth - The Shelter (16 beds) and Drop-in Programs provides 24-hour, safe, temporary emergency shelter for homeless youth for up to 30 days, counselling services through MOU with service entity, including individual, family and group counselling, prevention services, case management services, case planning that fully involves parents and legal guardians towards reunification whenever appropriate, mediation services, aftercare services and supports, referrals and service linkage.

Street Outreach Program - Street Outreach Program connects with homeless and at-risk youth on the streets and supports them in accessing and maintaining appropriate emergency shelter, alternatives to the streets and essential services. These youth are often the most difficult to engage and at great risk of exploitation and victimization on the streets. Street Outreach workers provide snack bags, business cards with telephone numbers to contact the shelter, Youth Crisis Stabilization. This outreach has a key role in ensuring accessibility to services and a safer living situation.

Transitional Living Program – Non clinical -Transitional Living Program opened in 2001 to respond to the needs of homeless youth who are without safe family or other natural supports, and require a safe place to live during a time of transition to independent adulthood. The program is designed as a 'next step' for homeless and at-risk youth to move beyond the streets or emergency shelter and into a safe residential environment. One in which they will be able to set goals and develop the living and job skills needed to become independent, productive members of society.

This organization is uniquely positioned because they are already doing this work and have been for many years. This contract will be a natural extension of their work into the schools and use their unique voice and experience to provide valuable professional development to districts.

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

This funding was allocated to the grantee as it was divided up equally between all contracts to fully cover the state. This cost is fair and reasonable to support, at a minimum, .5 FTE for a staff person to dedicate time to these projects.



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### PART III: SUPPLEMENTAL INFORMATION

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

This funding is only available through 2024 and is a one-time payment of the American Rescue Plan. If additional funds are made available by the US Department of Education at a later date, then plans will be made on how to approach future competition for the services.

### PART IV: APPROVALS

<b>Signature of requesting Department's Commissioner (or designee):</b>	<i>By signing below, I signify that I approve of this procurement request.</i>		
			
<b>Printed Name:</b>	Daniel A. Chuhta	<b>Date:</b>	10/1/2021
<b>Signature of DAFS Procurement Official:</b>	<small>Procurement by</small> 		
<b>Printed Name:</b>	Michelle Fournier	<b>Date:</b>	10/29/2021