

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:		Shawn Belanger Ryan Roberts		
(If applicable) Department Reference #:		CD0-22-4550		
Amount: (Contract/Amendment/Grant)	\$ 132,000.00	Advantage CT / RQS #:	CT 10A 2021082600000000480	
CONTRACT	Proposed Start Date:	09/01/2021	Proposed End Date:	08/31/2022
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:		Maine Health Westbrook, ME		
Brief Description of Goods/Services/Grant:		Asthma Education 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.
The purpose of the agreement is to provide Asthma Education to the Department to fulfill the requirements for United States Centers for Disease Control and Preventions (U.S. CDC) Cooperative Agreement: EH19-1902, Asthma Program. The Provider is to provide asthma self-management education (ASME) services, including AS-ME intervention delivered over two sessions by trained Certified Asthma Educators situated within health care practices in order to increase the availability of self-management education to persons with poorly controlled asthma. The Certified Asthma Educator shall review medication adherence, device technique and the

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PART III: SUPPLEMENTAL INFORMATION

Asthma Action Plan. Barriers and challenges to asthma self-management shall be identified and, using motivational interviewing, the Provider shall develop strategies to overcome identified barriers and challenges.

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

The Provider is listed as the vendor for the Asthma Program education services in the US CDC cooperative agreements as listed above. This work is related to the Asthma program and the Provider has the contacts and infrastructure to provide these services to the Department in a timely manner.

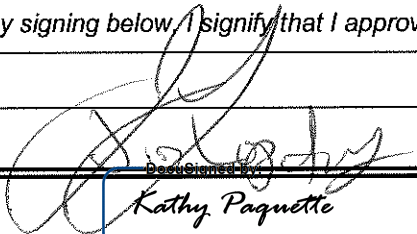

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The expenses and salaries are comparable with those of other agreements with this vendor for similar services. (CD0-19-4499) The Department considers the negotiated costs reasonable based on the level of effort proposed by the Provider. The rates have been approved by US CDC.

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

The Federal Grant that supports these services is set to end 8/31/2022. The Department will competitively procure these services with a contract start date of 9/1/2022.

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 - Oct - 21
Signature of DAFS Procurement Official:			
Printed Name:	Kathy Paquette	Date:	11/3/2021