



DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
DIVISION OF PROCUREMENT SERVICES
 STATE OF MAINE

PROCUREMENT JUSTIFICATION FORM (PJF)

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 intranet site (Forms page) for additional instructions.

PART I: OVERVIEW				
Department Office/Division/Program:		DHHS/OADS/DD & BI Services/Crisis Prevention & Intervention		
Department Contract Administrator or Grant Coordinator:		Nancy Tan / Stacy Martin		
(If applicable) Department Reference #:		ADS-21-9898B		
Amount: (Contract/Amendment/Grant)		Current: \$114,370.00 Amend: \$ 72,783.00 New: \$187,153.00	Advantage CT / RQS #:	CT 10A 20200302*2420
CONTRACT	Proposed Start Date:		Proposed End Date:	
AMENDMENT	Original Start Date:	09/01/2020	Effective Date:	01/01/2022
	Previous End Date:	09/30/2022	New End Date:	n/a
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		University of New Hampshire Durham, New Hampshire		
Brief Description of Goods/Services/Grant:		Consulting, Training, and Analysis		

PART II: JUSTIFICATION FOR VENDOR SELECTION

Mark an "X" before the justification(s) that applies to this request. (Check all that apply.)

<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input checked="" type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input checked="" type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input type="checkbox"/>	J. Willing and Qualified
<input type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice
<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	L. Other Authorization

Please respond to ALL of the questions in the following sections.

PART III: SUPPLEMENTAL INFORMATION

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 this Agreement is to provide individual case consultation services, analysis, and START (Systemic, Therapeutic, Assessment, Resources, Treatment) training for the Office of Aging and Disability Services (OADS), Maine Department of Health and Human Services. START is a research-based model of services and supports for individuals with an intellectual/developmental disability (IDD) who also have a mental health (MH) diagnosis or behavioral health needs.

The provided services will support the improvement of Maine's service delivery system for individuals with Intellectual and Developmental Disabilities (IDD) and co-occurring behavioral and/or mental health conditions.

Consultation, analysis, and training services shall be delivered statewide in Maine by remote video conferencing, on-line training and presentations, and on-site visits by Center for START Services (CSS) staff.

This Amendment is to allow for a Systems Evaluation to assess the effectiveness of Maine's community system of care in addressing the needs of IDD individuals and co-occurring mental health conditions. This evaluation is a one-time project which will commence on January 1, 2022 and be provided through June 30, 2022, but is directly related to the current training and consultation services under this contract

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

The Center for START Service was established in 2009 at the University of New Hampshire's Institute on Disability/UCED. Center for START Services program staff are leaders in the field of mental health & IDD that work with state/regional agencies across the country to facilitate the implementation of START model programs and provide expert training to many professional disciplines that serve individuals with MH/IDD.

Cited as a model program in the 2002 U.S. Surgeon General's Report on mental health disparities for persons with intellectual/developmental disabilities, START is a comprehensive model of service supports that optimizes independence, treatment, and community living for individuals with IDD and behavioral health needs.

In 2016, the START model was identified as best practice by the National Academy of Sciences Institute of Medicine.

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

The costs and rates were determined by a proposal from the University of New Hampshire and the Department determined they were fair and reasonable based on the services to be provided.

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

This Systems Evaluation is a one-time, six-month project directly related to the current training and consultation services therefore the Department does not intend to RFP for these limited services.

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)


Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V

PART V: APPROVALS

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):	DocuSigned by:  66738ED17E0C4B2...		
Typed Name:		Date:	Dec-28-2021
Signature of DAFS Procurement Official:	DocuSigned by: <i>Kathy Paquette</i> 41C2BA36FAF44CD...		
Typed Name:	Kathy Paquette	Date:	12/30/2021