



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/MeCDC/Maine Prevention Services		
Department Contract Administrator or Grant Coordinator:		Chris Moiles Shawn Belanger		
(If applicable) Department Reference #:		CD0-20-4425F		
Amount: (Contract/Amendment/Grant)	Original: \$7,516,945.00 Amend: \$ 350,000.00 Revised: \$ 7,866,945.00	Advantage CT / RQS #:	CT 10A 20190806*0423	
CONTRACT	Proposed Start Date:		Proposed End Date:	
AMENDMENT	Original Start Date:	10/01/2019	Effective Date:	10/01/2022
	Previous End Date:	09/30/2022	New End Date:	12/31/2022
GRANT	Project Start Date:		Grant Start Date:	
	Project End Date:		Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		University of New England Biddeford, ME		
Brief Description of Goods/Services/Grant:		This funding supports local community partners throughout the state to address Opioid & Substance Use Prevention at the local level.		

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 checked="" type="checkbox"/>	L. Other Authorization – RFP Extended

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 utilize Maine Prevention Services (MPS), Maine's prevention arm where the State funds local community partners to work on the following: obesity, tobacco and substance use prevention; youth engagement and empowerment, health communication/social marketing and evaluation. The MPS contracts ensure essential prevention services are available statewide.

The purpose of this amendment is to extend this contract by another three months to ensure the continuation of local level substance use prevention services while the Department proceeds with the competitive process.

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

The vendor was chosen through a competitive award process under RFP 201602047 and is in the last year of the award process. The Department recently issued and awarded contracts under RFP 202207119 for a 1/1/2023 contract start date.

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

Cost is based upon the competitive award for this service and agreement. The costs are based upon what was originally proposed but with the expanded grant period.

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

The Department is currently negotiating contracts under RFP 202207119 for a 1/1/2023 contract start date.

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: <i>Debra Downer</i> 5DC6307B8558482		
Typed Name:	Debra Downer, Deputy Director for Competitive Procurement	Date:	Nov-07-2022
Signature of DAFS Procurement Official:	DocuSigned by: <i>Kathy Paquette</i> 41C2BA36FAF44CD...		
Typed Name:	Kathy Paquette	Date:	12/1/2022