



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.

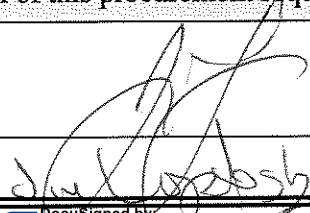
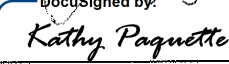
PART I: OVERVIEW			
Department Office/Division/Program:		DHHS/OADS/DS/Case Management	
Department Contract Administrator or Grant Coordinator:		Althea Harris / Melinda Farrell	
(If applicable) Department Reference #:		Multiple: See Attachment	
Amount: (Contract/Amendment/Grant)	\$ Multiple, See Attached	Advantage CT / RQS #:	Multiple, See Attached
CONTRACT	Proposed Start Date:	Proposed End Date:	
AMENDMENT	Original Start Date:	Effective Date:	07/01/2022
	Previous End Date:	Multiple, See Attached New End Date:	N/A
GRANT	Project Start Date:	Grant Start Date:	
	Project End Date:	Grant End Date:	
Vendor/Provider/Grantee Name, City, State:		Multiple: See Attachment	
Brief Description of Goods/Services/Grant:		Disability Services (DS) Limited Period Case Management Services	

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 type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input checked="" 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 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.
<p>Limited Period Targeted Case Management Services is needed to assist Disability Services individuals, who meet the eligibility criteria stated in 10-144 C.M.R. ch.101, ch. 2 § 13.03-4 A and 14-197 CMR ch.3, to apply for MaineCare benefits, and to also provide Case Management Services according to 10-144 C.M.R. ch. 101, ch. 2, § 13.02 Covered Services and 13.07-1 Service Requirements as well as Duration of Care and Limitations requirements (10-144 C.M.R. ch. 101, ch. 2, § 13.04 and 13.06).</p> <p>Amendment to update the unit rate that became effective on July 1, 2022. Rate went from \$21.95 to \$23.03 per fifteen (15) minutes.</p>	
2.	Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.
<p>The Office of Aging and Disability Services has determined that the Providers are willing and qualified to provide the State-funded Case Management services.</p> <p>The Providers are fully qualified to provide Case Management services in accordance with the applicable provisions of 10-144 C.M.R. ch. 101, ch. 2 § 13.</p>	
3.	Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.
<p>The cost of the service shall be the Targeted Case Management rate specified in the MaineCare Benefits Manual 10-144 C.M.R. ch. 101, ch. III, § 13. The cost is therefore considered fair and reasonable.</p>	
4.	Describe the plan for future competition for the goods or services.
<p>The Department does not intend to issue an RFP for these services because any willing and qualified provider can provide them at the Targeted Case Management rate specified in 10-144 C.M.R. ch. 101, ch. III, § 13.</p>	

PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)	
Does this request utilize ARPA/MJRP funds?	
<input type="checkbox"/> Yes – If Yes, please attach the approved Business Case(s).	
<input checked="" type="checkbox"/> 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):			
Typed Name:	Kathy Paquette	Date:	3-02-22
Signature of DAFS Procurement Official:			
Typed Name:	41C2BA36FAF44CD. Kathy Paquette	Date:	12/2/2022

Item Number	Agreement Number	Vendor	Vendor Customer Code	Service	CADB 2.0 Service Description	Rate Per Unit	Unit of Measure	Projected Monthly Units	Months	Authorized Monthly Units	AMENDMENT Projected Line Amount	CA	Original Amt at \$21.95
	ADS-23-6701	Amicus	VC1000003020	Targeted Case Management	Case Management								\$ 17,384.40
	ADS-23-5701	Graham Behavioral Services Inc.	VC1000033747	Targeted Case Management	Case Management	\$ 23.03	15 minutes	210	12	260	\$ 58,035.60	Patricia Wall	\$ 34,505.40
	ADS-23-2701	Granite Bay Care Inc.	VC1000033771	Targeted Case Management	Case Management	\$ 23.03	15 minutes	280	12	330	\$ 77,380.80	Melanie Boucher	\$ 51,889.80
	ADS-23-3701	Hope Association	VC1000069931	Targeted Case Management	Case Management	\$ 23.03	15 minutes	144.63	12	200	\$ 39,970.80	Melanie Boucher	\$ 17,384.40
	ADS-23-3702	Opportunity Enterprises Inc.	VC0000120505	Targeted Case Management	Case Management								\$ 57,684.60
	ADS-23-3703	Summit Support Services LLC	VC0000231460	Targeted Case Management	Case Management	\$ 23.03	15 minutes	280	12	330	\$ 77,380.80	Melanie Boucher	\$ 51,889.80
	ADS-23-5702	Uplift Inc.	VC1000093662	Targeted Case Management	Case Management	\$ 23.03	15 minutes	170	12	220	\$ 46,981.20	Brianne Carrero	\$ 22,915.80
	ADS-23-1701	Waban Projects Inc.	VC1000094976	Targeted Case Management	Case Management								\$ 46,095.00
											\$ 299,749.20		\$299,749.20
						Rate change: was \$21.95							