

**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/OCFS			
Department Contract Administrator or Grant Coordinator:	Jennifer Levesque / Brianne Carrero			
(If applicable) Department Reference #:	Out of State: Room & Board-SFY24, Amendment 1			
Amount: (Contract/Amendment/Grant)	See Attached Addendum	Advantage CT / RQS #:	See Attached Addendum	
CONTRACT	Proposed Start Date:	07/01/2023	Proposed End Date:	06/30/2024
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:	See Attached			
Brief Description of Goods/Services/Grant:	Out of State: Room and Board			

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 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 State of Maine is required to serve youth who require residential treatment services related to intellectual, developmental and physical disabilities, vision and hearing impairments, complex medical conditions and behavioral challenges. Many of these youth require the highest level of residential treatment due to extreme aggression towards self and others, with potential for severe injury. The care of these children necessitates the highest degree of staffing and residential treatment.

Each out-of-state residential placement provides 24-hour residential care to youth who require intensive therapeutic and educational support. These residential programs work with youth on coping with mental health challenges, emotional difficulties, developmental disabilities, and challenging behaviors and/or the trauma caused by abuse and neglect. The goal of residential placement at these out-of-state placements is to engage the youth's legal guardians in treatment, to strengthen the youth's ability to participate in the communication and to return to a less restrictive environment as quickly as possible.

The purpose of this Amendment is to add funds to the Hillcrest Educational Center agreement, CBH-24-8015 to increase the number of youths in placement from six (6) to nine (9), increasing the contract total.

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

These specialized services are not available in the State of Maine. No other state or local resources are available to provide these services. The State does not have these resources and there are too few children with these significant needs, to create and operate a specific program to provide these services.

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

Room and Board is a standard daily rate, \$50.16.

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

Residential placement for children with needs for this level of services would not be appropriate for the public competitive bidding process.

These residential placements are highly specialized, licensed, regulated, and monitored by the State. Lists are reviewed, openings are reported to the state, and placements are made with willing and qualified providers.

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

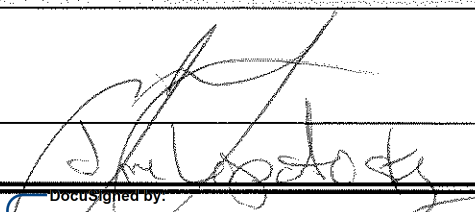

Does this request utilize ARPA/MJRP funds?

☐ 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):			
Typed Name:		Date:	23-Jun-24
Signature of DAFS Procurement Official:			
Typed Name:	2D5B6E39F57E44A... William J.E. Allen	Date:	2/22/2024

NOI W&Q 02202402023

DHHS Office: OCFS

Service: OUT OF STATE: ROOM & BOARD-
SFY24

Vendor Name	Agreement Number	Amd	CT 10A	Start Date	End Date	Amendment Amount	Revised Amount
LEARNING CTR FOR THE DEAF, INC.	CBH-24-8000		20230608000000003579	7/1/2023	6/30/2024		
EASTER SEALS NEW HAMPSHIRE INC	CBH-24-8001		20230608000000003581	7/1/2023	6/30/2024		
SEVEN HILLS NEW HAMPSHIRE INC	CBH-24-8007		20230807000000000273	7/1/2023	6/30/2024		
VERMONT PERMANENCY INITIATIVE INC	CBH-24-8011		20230608000000003582	7/1/2023	6/30/2024		
WALDEN BEHAVIORAL CARE, LLC	CBH-24-8012		20230608000000003583	7/1/2023	6/30/2024		
PINEY RIDGE TREATMENT CENTER, LLC	CBH-24-8014		20230608000000003584	7/1/2023	6/30/2024		
HILLCREST EDUCATIONAL CENTERS INC	CBH-24-8015	A	20230608000000003585	7/1/2023	6/30/2024	\$73,434.24	\$183,585.60
HABILITATION CENTER LLC	CBH-24-8016		20230608000000003586	7/1/2023	6/30/2024		
LAKELAND HOSPITAL ACQUISITION LLC	CBH-24-8017		20190610000000003795	7/1/2023	6/30/2024		
CENTER FOR COMPREHENSIVE SERVICES INC	CBH-24-8020		20230608000000003587	7/1/2023	6/30/2024		
YOUTH VILLAGES INC	CBH-24-8023		20230608000000003588	7/1/2023	6/30/2024		
MOUNT PROSPECT ACADEMY	CBH-24-8024		20230608000000003589	7/1/2023	6/30/2024		
STETSON SCHOOL	CBH-24-8025		20230608000000003590	7/1/2023	6/30/2024		
JUSTICE RESOURCE INST INC	CBH-24-8026		20230608000000003591	7/1/2023	6/30/2024		
SPAULDING ACADEMY & FAMILY SERVICES	CBH-24-8027		20230608000000003592	7/1/2023	6/30/2024		
SP BEHAVIORAL LLC	CBH-24-8028		20230608000000003593	7/1/2023	6/30/2024		
YOUTH OPPORTUNITY INVESTMENTS LLC	CBH-24-8029		20230608000000003594	7/1/2023	6/30/2024		
Total Items	17				Totals	\$73,434.24	\$183,585.60