



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 / Long Term Care Services and Supports (LTSS) / Home-Based Supports and Services (HBSS) Programs	
Department Contract Administrator or Grant Coordinator:		Jennifer Levesque/Brianne Carrero	
(If applicable) Department Reference #:		Multiple, See Addendum	
Amount: (Contract/Amendment/Grant)	\$28,193,199.00	Advantage CT / RQS #:	CTMV-10A- 20240418000000000018
CONTRACT	Proposed Start Date:	7/1/2024	Proposed End Date: 6/30/2025
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:		Multiple, See Addendum	
Brief Description of Goods/Services/Grant:		Statewide Service Coordination by a Service Coordination Agency (SCA) to support the Department's Home-Based Supports and Services (HBSS) Programs	

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input 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 Department provides supportive, preventive, protective, and public health and intervention services to preserve public health and assist Maine residents in meeting their needs. The Department strives to provide these programs and services while respecting the rights and preferences of individuals and families. The Department provides services that promote the highest level of independence, health, and safety of older citizens, vulnerable adults and adults with disabilities.

This contract provides for Statewide Service Coordination as well as other administrative services related to State funded in-home long-term services and supports provided to older adults and adults with disabilities. The services provided under this contract support the state-funded Home-Based Supports and Services (HBSS) [10-149 CMR Ch. 5 Section 63](#).

The Department provides services in support of approximately 1,200 participants per month. Services under the HBSS including but not limited to: Service Coordination; Personal Care; Nursing; Therapies; Respite; Adult Day Services; Environmental Modifications; Emergency Response System; and limited transportation to activities covered in the Authorized Plan of Care. Personal Care and In-home Respite Services may be Participant-directed and include Skills Training and Fiscal Intermediary (FI) services required under State statute. All these in-home services are intended to assist eligible individuals to remain as independent as possible in their homes and communities, delaying or preventing more expensive institutional care.

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

DHHS, OADS determined that these providers are willing and qualified providers who are licensed with the Division of Licensing and Regulatory Services and have a contract with OADS. OADS allocates State General Funds and Federal Block Grant dollars on a Fee for Service basis at the MaineCare rate for clinically eligible consumers who do not have MaineCare.

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

Rates are standardized consistent with the MaineCare rate and established by rate setting.

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

The Department does not intend to issue an RFP for these willing and qualified services.

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

Does this request utilize ARPA/MJRP funds?

☐ Yes, MJRP funds (023) – If Yes, please attach the approved Business Case(s).

☐ Yes, ARPA funds (025) – If Yes, please be aware of the requirements from awarding federal agencies.

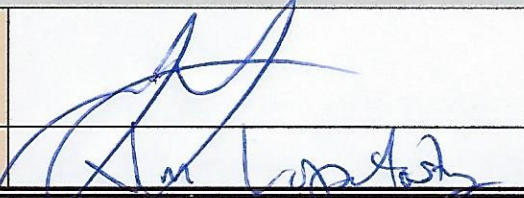

☒ No – If No, proceed to Part V.

PART V: CONFLICTS OF INTEREST (COI); CONTRACT WITH THE STATE

Does the requesting Department signatory understand and acknowledge Maine's COI Statute?

☒ Yes, the requesting Department understands and acknowledges MRS Title 5, §18-A, 2.**PART VI: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:		Date:	21-Jun-24
Signature of DAFS Procurement Official:	 <small>DocuSigned by: David Morris 2A644AF5681F482</small>		
Typed Name:	David Morris	Date:	8/26/2024

NOI W&Q 0820240964

DHHS Office: OADS
Service: HOME BASED CARE-SFY25

Vendor Name	Agreement Number	Start Date	End Date	Projected Spend
SENIORSPLUS	ADS-25-3351	7/1/2024	6/30/2025	17,167,635.56
CARE LYNC GEORGIA LLC	ADS-25-9335	7/1/2024	6/30/2025	10,598,907.45
ALPHA ONE INC	ADS-25-9702	7/1/2024	6/30/2025	426,655.98
Total Items	3	Total Projected		28,193,198.99