

Janet T. Mills
Governor

Sara Gagné-Holmes
Acting Commissioner



Maine Department of Health and Human Services
Division of Contract Management
11 State House Station
109 Capitol Street
Augusta, Maine 04333-0011
Tel.: (207) 287-3707; Fax: (207) 287-5031
TTY: Dial 711 (Maine Relay)

Oct-03-2024

Via Electronic Mail: (ngere@une.edu)

University of New England
Nicholas D. Gere
Director of Research Administration
11 Hills Beach Road
Biddeford, ME 04005

SUBJECT: Notice of Conditional Contract Award under RFP # 202406107 Supplemental Nutrition Assistance Program Nutrition Education (SNAP-Ed)

Dear Nicholas D. Gere,

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Health and Human Services for Supplemental Nutrition Assistance Program Nutrition Education (SNAP-Ed). Pursuant to M.R.S. 22-A §214 (4)(C), which states, "*If only one community service provider submits a notice of intent to bid, the commissioner may enter into negotiations concerning a contract with that provider...*" therefore, the Department is hereby announcing its conditional contract award to University of New England (UNE).

The Department will be contacting UNE soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and UNE. UNE shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

Any person aggrieved by this award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

DocuSigned by:




64F41AB634DB44F...

Ian Yaffe

Director

Office for Family Independence

DocuSigned by:



5DC6307B8558482...

Debra Downer

Deputy Director for Competitive Procurement

Division of Contract Management


APPENDIX K

State of Maine
Department of Health and Human Services
Office for Family Independence
NOTICE OF INTENT TO BID FORM
RFP# 202406107

Supplemental Nutrition Assistance Program Nutrition Education (SNAP-Ed)

| | | | |
|--|---|----------------|--|
| Bidder's Organization Name: | UNIVERSITY OF NEW ENGLAND | | |
| Chief Executive - Name/Title: | James Herbert / President | | |
| Tel: | 207.602.2306 | E-mail: | president@une.edu |
| Headquarters Street Address: | 11 Hills Beach Road | | |
| Headquarters City/State/Zip: | Biddeford, ME 04005 | | |
| <i>(Provide information requested below if different from above)</i> | | | |
| Lead Point of Contact for Proposal - Name/Title: | Nicholas D. Gere Director of Research Administration | | |
| Tel: | 207.602.2011 | E-mail: | ngere@une.edu |
| Headquarters Street Address: | 11 Hills Beach Road | | |
| Headquarters City/State/Zip: | Biddeford, ME 04005 | | |

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| Provide a brief description of the Bidder's experience and ability to perform the work required within this RFP. |
| <p>UNE has been the Implementing Agency for SNAP-Ed in Maine since 2012, working closely with local subrecipient organizations across the state to develop, implement and evaluate evidence-based direct nutrition education programs, policy, systems and environmental changes, and social marketing campaigns that reach low income youth and adults. UNE also works closely with contracted consultants that provide support for curricula, training and social marketing campaign initiatives. As such, the organization offers a strong record of expertise and success, including improved nutrition education program metrics, and involvement in and national recognition for contributions to various facets of SNAP-Ed design and evaluation.</p> |

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|---|--|
| Signature of person authorized to enter into the contract with the Department: | |
| Name (Print): Nicholas D. Gere | Title: Director of Research Administration |
| Authorized Signature:  <small>Digitally signed by Nicholas D. Gere DN: cn=Nicholas D. Gere, o=University of New England, ou=Office of Sponsored Programs, email=ngere@une.edu, c=US Date: 2024.09.12 16:02:37 -04'00'</small> | Date: 9/12/2024 |