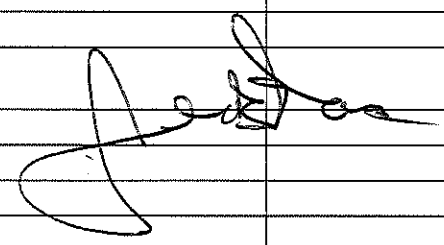


State of Maine RFP / Proposal Master Score Sheet

Instructions: Please complete the Master Score Sheet below, providing all of the requested information for the RFP, and for each bidder that submitted a proposal in response to the RFP. Please submit this document to the Division of Purchases as part of your contract award selection documents.

SCORESHEET FOR RFP# 201706119 : STOP Violence Against Women Formula Grant – Court					
PROPOSAL SUBMITTED BY:		Administrative Office of the Courts			
COST:		Cost: \$67,207	Cost:	Cost:	Cost:
IDENTIFIED AS A MAINE BUSINESS:		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
EVALUATION ITEM	POINTS AVAIL.				
Section I: Organizational Qualifications & Experience	25	25			
Section II: Specifications of Work to be Performed	40	32			
Section III: Cost Proposal	35	22			
TOTAL	<u>100</u>	<u>79</u>			
PROPOSAL SUBMITTED BY:					
COST:		Cost:	Cost:	Cost:	Cost:
IDENTIFIED AS A MAINE BUSINESS:		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
EVALUATION ITEM	POINTS AVAIL.				
Section I: Organizational Qualifications & Experience	25				
Section II: Specifications of Work to be Performed	40				
Section III: Cost Proposal	35				
TOTAL	<u>100</u>				





**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Maine Judicial Branch
PO Box 4820
Portland, ME 04112

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Mr. Glessner:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- MECASA Sex Crimes Kit Study
- Waldo County Sheriff's Office
- Cumberland County Sheriff's Office
- Aroostook County Sheriff's Office DV Detective
- Lewiston Police Department
- Portland Police Department
- Caring Unlimited
- Pros. Dist. I Attorney's Office VWA
- Pros. Dist. IV Attorney's Office
- The Next Step
- Family Violence Project
- Administrative Office of the Courts
- Safe Voices
- Family Crisis Services
- MECASA Human Trafficking Training Expansion
- MECASA Law Enforcement Guidelines
- Prosecutorial District II
- MECASA Corrections Training Videos

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders 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 the apparent successful vendor. The vendor 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.

Upon receipt of a finalized award from the Federal government the Maine Department of Public Safety (DPS) will enter into the contracting phase of the awarding process. It is anticipated that the DPS will receive notification prior to October 1, 2017.

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).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

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

Sincerely,



Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

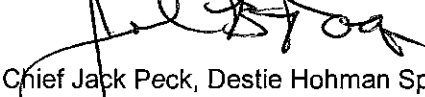
STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an 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).

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Maine Judicial Branch
DATE: August 23, 2017

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.*

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: John Rogers, Faye Luppi,  Chief Jack Peck, Destie Hohman Sprague, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria	Pass:	Fail:
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	32	
Section III: Cost Proposal (Max: 35 Points)	22	
TOTAL POINTS (Max: 100 Points)	79	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Maine Judicial Branch
DATE: August 23, 2017

EVALUATION

Total Points Available: Score: 79

Evaluation Team Comments:

Organization Qualifications & Experience	<u>Score: 25</u>
Very Qualified to do the work. Has had experience in grants in the past with the JAC.	
Asking JAC for \$67,207 – Met federal Purpose Areas and State Priority Areas	
Specifications of Work to be Performed	<u>Score: 32</u>
1. MJB seeks to employ people to review DV dockets, propose strategic plan and draft a set of Best Practice guidelines.	
2. MJB will draft and publish Handbook, reprint ODARA booklet and ODARA Bench Guide.	
3. Send teams of DV Judges to mentor other judges around the county.	
4. Send MJC members to monitor Tyler Technology Case Management RMS out of state and bring knowledge back to Maine so Maine can prepare for the RMS system.	
5. Send 5 DV Court team members to Achieving Change Through Value Based Behavior (ACTV).	
1. The ACTV program was great concern of the committee and we recommend not to fund it because it may compromise victim safety – missing are accountability, gender socialization and it has significant and serious limitations. It is basically an untested project. IACDV withdrew from the Iowa ACTV project.	
2. Have a strategic plan on this issue will help many future grants. – great idea.	
3. This grant was not as well written as prior grants from the Courts. There were no measure outcomes, just outputs.	
4. The letter from MCEDV mentions only support for data and protocols. There were no details regarding collaboration or history or what MCEDV will provide for help.	
Cost Proposal	<u>Score: 22</u>
1. \$67207 requested, had a \$50,261 match, but only needed a \$33,102 match	
2. There were many mathematical errors that need to be corrected.	
3. There was lack of a budget narrative to explain all the expenditures.	

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: *Maine Judicial Branch*

DATE: *08/22/17*

EVALUATOR NAME: John Rogers

EVALUATOR DEPARTMENT: *MJSA*

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Grant 67207 - Antch 50261 Total \$117468
Federal Purpose AREA 1+3 Maine Priority AREA 3+4
① Seeks to employ people to review DV doctrine, prepare strategic plan + draft a set of Best Practices Guidelines
② draft + public Handbook, reprint ODARA Toolkit + ODARA Basic guide
③ Send Teams of Judges (DU) to mentor other judges
④ Send MSC members to monitor Tyla Technology Case Management IEMS out of state + bring knowledge back to Maine so Maine can be prepared for the TRS system
⑤ Send 5 DV Court Team members to ACTU Training (Udemy Training)
→ Great idea to standardize DV Court Case handling in the DV Court
→ Very good goals, objective outcomes, Performance indicators, #s + data collection
→ 1 time project - great (sustainability)
→ Past history of prior grants - Completed first in 2015 + obvious volume
→ Very good Timelines for all goals
Very well written as all previous grant proposals

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME:

DATE: 8/8/17

EVALUATOR NAME: Faye Luppi

EVALUATOR DEPARTMENT: CUMBERLAND COUNTY GOVT, VIOLENCE INTERVENTION PARTNERSHIP

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

IV. B. I	PROPOSAL CONTENTS	25
P -	MJB clearly qualified, relevant experience	
P -	Center for Court Innovation sub-contractor/consultant - qualified, TIA provider, experience with DV COURT/TM, Mentor Courts	
M -	minimal organ. experience of ACTV, Director (one study, MA) limited publications, no cross-validation, 1 of 2 journals questionable PI/Director characterized data, program as "preliminary"	
IV. B. II	SPECS. OF WORK TO BE PERFORMED	40
P -	clean exec. summary	
P -	DV COURT MENTOR ODYSSEY OBJ. measures clear	
M -	measurable change for target population missing - no mention of objectives re impact on victims, offenders little info. on project outcomes, focus only on outputs	
M -	Victim service involvement: letter from MCEPV mentions only support for data, protocols	
-	no details regarding collaboration or history, what MCEPV will provide, compensation for consultation	
-	IACDV withdrew from IOWA ACTV project, where probation officers provide the BIP classes	
-	ACTV may compromise victim safety; missing are accountability, gender socialization; has "significant and serious limitations"	
P -	excellent demonstration of progress on prior grants	
P -	workplan clear, reasonable, detailed	
M -	insufficient detail on ACTV trip	
IV. B. III	BUDGET	35
P -	forms submitted, match exceeds requirement	
Q -	math off by \$2000 on totals on p. 5 and other pages	
Q -	narrative explanation re match? what court personnel will do?	
Q -	out of state travel waiver for > budget (\$18,709) or \$8422	
M -	Cost (\$16422) OF IOWA TRIP unreasonable in terms of impact narrative unclear (5 days?), preliminary project ACTV curric. currently not improved by State BIP	
	Standards/ME DCE	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME:
 DATE: Chief Jack Peck
 EVALUATOR DEPARTMENT: Farmington PD

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

ENHANCING DV DOCKETS	61,207 VS. 101,837
Anne Jordan	
Hire a consultant to develop strategic plan, best practices, participant handbook and forms - Contract w/ Center for Court Innovation	
29 District Courts 17 Superior courts under ME Supreme Judicial court	
39 DC Judges 17 Superior Court judges 51,762 criminal 27,950 civil cases per year	
Why go to Iowa - Can we bring Dr. Anne Zarling to ME cheaper? IS ACTV held yearly FIVE	
Federal priority areas 1, 3 STATES 3, 4	
2015 373 reported rapes 4107 DV assaults 23 murders/were DV	
2016 16 murders/7DV 5461 PFA 2552 PFH were filed	
500 handbooks - enough?? Previous years grants Kiosk, translation, training, [#] translation	
total \$69,707	consultation fee vs Travel x ELEVEN
?? ??	
ACTV	outcomes v outputs
math errors	
registration	money percentage
odyssey travel don't match	CLARIFICATIONS
lack of budget narrative	
	79 pts.

19113

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: *Maine Judicial Branch*

DATE: *8.17.17*

EVALUATOR NAME: Tracy Poulin

EVALUATOR DEPARTMENT: *Maine Department of Public Safety*

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

*** VC# is not correct*

<i>Purpose 1,3</i>	<i>Priority 3,4</i>
<i>no license required but program not currently approved</i>	
<i>pg 11 sustainability - one time project</i>	
<i>good previous data provided</i>	
<i>pg 13 responsibilities & work plan great, standardization</i>	
<i>used as proposed is very exciting - having a strategic plan to work with is wonderful and would be a huge help for future projects</i>	
<i>*no measurable outputs outcomes just outputs - learned during meeting - not approved in Maine for use</i>	
<i>consultation & support included MCEOV</i>	
<i>? Did they receive more than \$25 million from Feds.</i>	
<i>? pg A1</i>	<i>Registration fees ???</i>
<i>pg A2</i>	<i>Manager SB 2,250 not 27500 - every line needs adjusting</i>
<i>pg A4</i>	<i>hotel P+Id OR \$1521 not 1014</i>
<i>pg A4</i>	<i>hotel doesn't equal \$9053 seems like SB \$2434 P+Id</i>
<i>pg A8</i>	<i>JAC Funds should be \$4500 not \$2,000</i>

\$67,207 Match \$50261 - need \$33,102

** study of ACTV causes great concern pg 14 -*

25
 32
 22

 79



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

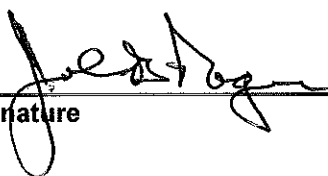
I, John Rogers accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

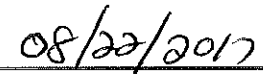
I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.



Signature



Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Faye Luppi accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Faye E Luppi
Signature

8/23/17
Date

Paid consultant on prior projects



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Chief Jack Peck accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Signature Jack O. Peck, Jr.

Date August 23, 2017



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant


I, Destie Hohman Sprague accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

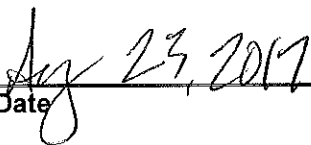
I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.



Signature



Date

Destie Hohman Sprague
MECASA



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Tracy J. Poulin accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Tracy J. Poulin
Signature

August 17, 2017
Date

State of Maine
RFP / Proposal Master Score Sheet

Tracy S. Poulin

Instructions: Please complete the Master Score Sheet below, providing all of the requested information for the RFP, and for each bidder that submitted a proposal in response to the RFP. Please submit this document to the Division of Purchases as part of your contract award selection documents.

SCORESHEET FOR RFP# 201706119 : STOP Violence Against Women Formula Grant – Discretionary												
PROPOSAL SUBMITTED BY:			Aroostook County SO DV Detective									
COST:			Cost:	\$35,299	Cost:		Cost:		Cost:			
IDENTIFIED AS A MAINE BUSINESS:			Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>			
EVALUATION ITEM	POINTS AVAIL.											
Section I: Organizational Qualifications & Experience	25	25										
Section II: Specifications of Work to be Performed	40	32										
Section III: Cost Proposal	35	35										
TOTAL		<u>100</u>	<u>92</u>									
PROPOSAL SUBMITTED BY:												
COST:			Cost:		Cost:		Cost:		Cost:			
IDENTIFIED AS A MAINE BUSINESS:			Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>			
EVALUATION ITEM	POINTS AVAIL.											
Section I: Organizational Qualifications & Experience	25											
Section II: Specifications of Work to be Performed	40											
Section III: Cost Proposal	35											
TOTAL		<u>100</u>										



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Aroostook County Sheriff's Office
25 School Street, Suite 216
Houlton, ME 04730

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Sheriff Crandall:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- MECASA Sex Crimes Kit Study
- Waldo County Sheriff's Office
- Cumberland County Sheriff's Office
- Aroostook County Sheriff's Office DV Detective
- Lewiston Police Department
- Portland Police Department
- Caring Unlimited
- Pros. Dist. I Attorney's Office VWA
- Pros. Dist. IV Attorney's Office
- The Next Step
- Family Violence Project
- Administrative Office of the Courts
- Safe Voices
- Family Crisis Services
- MECASA Human Trafficking Training Expansion
- MECASA Law Enforcement Guidelines
- Prosecutorial District II
- MECASA Corrections Training Videos

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders 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 the apparent successful vendor. The vendor 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.

Upon receipt of a finalized award from the Federal government the Maine Department of Public Safety (DPS) will enter into the contracting phase of the awarding process. It is anticipated that the DPS will receive notification prior to October 1, 2017.

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).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

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

Sincerely,



Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an 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).

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: FY17 STOP Violence Against Women
 BIDDER: Aroostook SO DV Detective – Discretionary Review Team
 DATE: August 31, 2017



Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Chief Rob Moulton, James T. Glessner, Marty McIntyre, Tracy Poulin

SUMMARY PAGE

<u>Pass/Fail Criteria</u>	Pass:	Fail:
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	32	
Section III: Cost Proposal (Max: 35 Points)	35	
TOTAL POINTS (Max: 100 Points)	92	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: FY17 STOP Violence Against Women
 BIDDER: Aroostook SO DV Detective – Discretionary Review Team
 DATE: August 31, 2017

EVALUATION

Total Points Available: Score: 92

Evaluation Team Comments:

Organization Qualifications & Experience	<u>Score: 25</u>
Qualified to conduct the work and already have a person in place who is doing this work. This is a continuation project.	
Specifications of Work to be Performed	<u>Score: 32</u>
Timeline was weak and the objectives should only include items currently expected in this proposal - Person is already hired so this shouldn't be an objective.	
Should have provided a brief project narrative on page 18	
The background information while quite extensive was way more than what was needed to determine the Worth of the position and the program – good work being done but future applications should have support from the local law enforcement agencies working with this position.	
Very good move towards sustainability – looks like 2019 will be fully on ASO payroll	
Includes consultation forms	
Cost Proposal	<u>Score: 35</u>
Budget is sound although the insurance rates seem high – it is the correct rate	
Provided additional match from the required amount – they are moving over to sustaining the position as a fulltime budgeted position on the county payroll	

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: SOB Violence against women formal grant - LE

BIDDER NAME: Arrogstok City SO

DATE: 8/23/17

EVALUATOR NAME: Robert Moulton PD

EVALUATOR DEPARTMENT: Scarborough PD

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

DO De
Programmed to take on
More + more of funding
to make sustainable
Focus ??
County Act. Support ?
Formal document.

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Aroostook County Sheriff's Office
DATE: 8-30-17
EVALUATOR NAME: Marty McIntyre
EVALUATOR DEPARTMENT: SAPRS

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

NO SAM database registration expiration date - NO registration?
"Domestic Violence Detective" - why not include sexual assault in title if they are truly addressing sexual assault? later on!
Concern about DVD going through PEAs & free once contracting people who have not reported
making referrals to appropriate agency good, but adults have right to choose whether or not to be involved by police!
Comprehensive Program
Do they include sexual assault advocate when they are following up on a sexual assault case?
Objective: Provide 1 full-time detective
Increase # of L.E. officers by 100%
This has already happened - not really an objective
Solid sustainability plan!
Implementation workplan - "Upon notification of grant award, the DVD assignment will be completed prior to July, 2017"
2017

NO need workplan / time line
P. 18 - didn't fill out, didn't use current year grant form
No Brief project description
No designation of "meaningfully address sexual assault"
No Proposed cost listed on pg. 21

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: Arroostook SO DV Detective
 DATE: August 23, 2017
 EVALUATOR NAME: Tracy J. Poulin
 EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

ME business blank
 X SAM Registration blank
 Purpose 1 Priority 7
 pg 2 4 yr plan to sustainability - no specific progress mentioned pg 5 cap partial funding pg 8
 pg 4 demographics conflict w/ earlier ones
 pg 7 baseline data seems low - is it? pg 8-9 max
 pg 8 ASO funding 48% of the position looks like 2019 fully funded
 Needs to streamline the quite long history
 two consultation forms nothing from the county
 why nothing from other departments expressing support for DV Detective - county support
 pg 16 - not a new position
 believe this position is occupied
 no real timeline pg 15
 Budget is sound

\$35,299 match 65,310 20
 SA - no answers old form 30
 CS - no 35



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

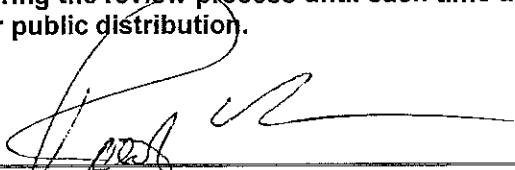
I, Chief Rob Moulton accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

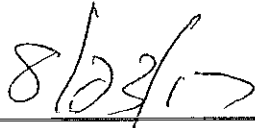
I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.



Signature



Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, James T. Glessner accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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James T. Glessner
Signature

8/31/17
Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Marty McIntyre accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

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Signature Marty McIntyre

Date 8-30-17



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Tracy J. Poulin accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I, nor any member of my immediate family, have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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Tracy J. Poulin
Signature

August 22, 2017
Date

State of Maine
RFP / Proposal Master Score Sheet

Tracy S. Poulsen

Instructions: Please complete the Master Score Sheet below, providing all of the requested information for the RFP, and for each bidder that submitted a proposal in response to the RFP. Please submit this document to the Division of Purchases as part of your contract award selection documents.

SCORESHEET FOR RFP# 201706119 : STOP Violence Against Women Formula Grant – Law Enforcement									
PROPOSAL SUBMITTED BY:		Aroostook County SO Task Force		Aroostook County SO DV Detective		York PD		Waldo County SO	
COST:		Cost:	\$3,750	Cost:	\$35,299	Cost:	\$54,631	Cost:	\$85,247
IDENTIFIED AS A MAINE BUSINESS:		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
EVALUATION ITEM	POINTS AVAIL.								
Section I: Organizational Qualifications & Experience	25	20		20		20		25	
Section II: Specifications of Work to be Performed	40	15		30		15		35	
Section III: Cost Proposal	35	20		35		25		30	
TOTAL	100	55		85		60		90	
PROPOSAL SUBMITTED BY:		Lewiston PD		MECASA Sex Crimes Kits Study		MECASA Law Enforcement Guidelines		Piscataquis DA DV Investigator	
COST:		Cost:	\$39,564	Cost:	\$35,152	Cost:	\$6,334	Cost:	\$65,320
IDENTIFIED AS A MAINE BUSINESS:		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
EVALUATION ITEM	POINTS AVAIL.								
Section I: Organizational Qualifications & Experience	25	25		25		25		20	
Section II: Specifications of Work to be Performed	40	40		40		30		25	
Section III: Cost Proposal	35	35		30		30		20	
TOTAL	100	100		95		85		65	

SCORESHEET FOR RFP# 201706119 : STOP Violence Against Women Formula Grant – Law Enforcement

PROPOSAL SUBMITTED BY:		MECASA Corrections Video	Cumberland County SO EPIC	Portland PD Mapping	
COST:		Cost: \$15,002	Cost: \$58,046	Cost: \$10,000	Cost:
IDENTIFIED AS A MAINE BUSINESS:		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
EVALUATION ITEM	POINTS AVAIL.				
Section I: Organizational Qualifications & Experience	25	25	25	25	
Section II: Specifications of Work to be Performed	40	40	35	39	
Section III: Cost Proposal	35	30	35	35	
TOTAL	<u>100</u>	<u>95</u>	<u>95</u>	<u>99</u>	
PROPOSAL SUBMITTED BY:					
COST:		Cost:	Cost:	Cost:	Cost:
IDENTIFIED AS A MAINE BUSINESS:		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
EVALUATION ITEM	POINTS AVAIL.				
Section I: Organizational Qualifications & Experience	25				
Section II: Specifications of Work to be Performed	40				
Section III: Cost Proposal	35				
TOTAL	<u>100</u>				



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Aroostook County Sheriff's Office
25 School Street, Suite 216
Houlton, ME 04730

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Sheriff Crandall:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- MECASA Sex Crimes Kit Study
- Waldo County Sheriff's Office
- Cumberland County Sheriff's Office
- Aroostook County Sheriff's Office DV Detective
- Lewiston Police Department
- Portland Police Department
- Caring Unlimited
- Pros. Dist. I Attorney's Office VWA
- Pros. Dist. IV Attorney's Office
- The Next Step
- Family Violence Project
- Administrative Office of the Courts
- Safe Voices
- Family Crisis Services
- MECASA Human Trafficking Training Expansion
- MECASA Law Enforcement Guidelines
- Prosecutorial District II
- MECASA Corrections Training Videos

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders 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 the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to

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Upon receipt of a finalized award from the Federal government the Maine Department of Public Safety (DPS) will enter into the contracting phase of the awarding process. It is anticipated that the DPS will receive notification prior to October 1, 2017.

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).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

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

Sincerely,



Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an 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).



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

York Police Department
9 Hannaford Drive
York, ME 03909

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Chief Bracy:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- MECASA Sex Crimes Kit Study
- Waldo County Sheriff's Office
- Cumberland County Sheriff's Office
- Aroostook County Sheriff's Office DV Detective
- Lewiston Police Department
- Portland Police Department
- Caring Unlimited
- Pros. Dist. I Attorney's Office VWA
- Pros. Dist. IV Attorney's Office
- The Next Step
- Family Violence Project
- Administrative Office of the Courts
- Safe Voices
- Family Crisis Services
- MECASA Human Trafficking Training Expansion
- MECASA Law Enforcement Guidelines
- Prosecutorial District II
- MECASA Corrections Training Videos

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

Sincerely,



Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Waldo County Sheriff's Office
6 Public Safety Way
Belfast, ME 04915

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Sheriff Trafton:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- MECASA Sex Crimes Kit Study
- Waldo County Sheriff's Office
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- Pros. Dist. I Attorney's Office VWA
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- The Next Step
- Family Violence Project
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- MECASA Human Trafficking Training Expansion
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Thank you for your interest in doing business with the State of Maine.

Sincerely,



Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

STATEMENT OF APPEAL RIGHTS

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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Lewiston Police Department
171 Park Street
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Chief O'Malley:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- MECASA Sex Crimes Kit Study
- Waldo County Sheriff's Office
- Cumberland County Sheriff's Office
- Aroostook County Sheriff's Office DV Detective
- Lewiston Police Department
- Portland Police Department
- Caring Unlimited
- Pros. Dist. I Attorney's Office VWA
- Pros. Dist. IV Attorney's Office
- The Next Step
- Family Violence Project
- Administrative Office of the Courts
- Safe Voices
- Family Crisis Services
- MECASA Human Trafficking Training Expansion
- MECASA Law Enforcement Guidelines
- Prosecutorial District II
- MECASA Corrections Training Videos

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders 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 the apparent successful vendor. The vendor 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.

Upon receipt of a finalized award from the Federal government the Maine Department of Public Safety (DPS) will enter into the contracting phase of the awarding process. It is anticipated that the DPS will receive notification prior to October 1, 2017.

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).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

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

Sincerely,



Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an 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).



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Maine Coalition Against Sexual Assault
45 Memorial Circle, Suite 302
Augusta, ME 04330

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Ms. Ward Saxl:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Piscataquis County District Attorney's Office
159 East Main Street
Dover-Foxcroft, ME 04426

**SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant**

Dear District Attorney Almy:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Cumberland County Sheriff's Office
36 County Way
Portland, ME 04101

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Sheriff Joyce:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Portland Police Department
109 Middle Street
Portland, ME 04101

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Chief Sauschuck:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Aroostook SO Task Force
DATE: August 23, 2017

Tracy J. Poulin

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.*

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Chief Rob Moulton, Ryan Thornell, Lisa Marchese, Donna Strickler, Francine Stark, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria	Pass:	Fail:
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	20	
Section II. Specifications of Work to be Performed (Max: 40 Points)	15	
Section III: Cost Proposal (Max: 35 Points)	20	
TOTAL POINTS (Max: 100 Points)	55	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: FY17 STOP Violence Against Women
 BIDDER: Aroostook SO Task Force
 DATE: August 23, 2017

EVALUATION

Total Points Available: Score: 55

Evaluation Team Comments:

Organization Qualifications & Experience	Score: 20
Qualified but no list of task force members or support	
Specifications of Work to be Performed	Score: 15
Very long history provided – there is no doubt that training is needed in Aroostook County	
No documentation on the task force member ship or their support for the project	
Lacking specifics on the training and need – no measures of identified description of need	
Nothing new – why this training - vague	
No sustainability plan or letters of support	
No real measures of success or effectiveness	
Cost Proposal	Score: 20
Budget is sound but lacking in the narrative, no specifics on the training and need for training	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: FY17 STOP Violence Against Women
 BIDDER: Aroostook SO DV Detective
 DATE: August 23, 2017



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DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Chief Rob Moulton, Ryan Thornell, Lisa Marchese, Donna Strickler, Francine Stark, Tracy Poulin

SUMMARY PAGE

<u>Pass/Fail Criteria</u>	Pass:	Fail:
◆		
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◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	20	
Section II. Specifications of Work to be Performed (Max: 40 Points)	30	
Section III: Cost Proposal (Max: 35 Points)	35	
TOTAL POINTS (Max: 100 Points)	85	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Aroostook SO DV Detective
DATE: August 23, 2017

EVALUATION

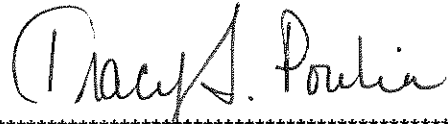
Total Points Available: Score: 85

Evaluation Team Comments:

Organization Qualifications & Experience	Score: <u>20</u>
Qualified to conduct the work and already have a person in place who is doing this work. This is a continuation project.	
Continuation funding	
Specifications of Work to be Performed	Score: <u>30</u>
Timeline was weak and the objectives should only include items currently expected in this proposal - Person is already hired so this shouldn't be an objective.	
Should have provided a brief project narrative on page 18	
The background information while quite extensive was way more than what was needed to determine the Worth of the position and the program – good work being done but future applications should have support from the local law enforcement agencies working with this position.	
Very good move towards sustainability – looks like 2019 will be fully on ASO payroll	
Includes consultation forms	
Outcome measures could be better	
Has meaningful collaboration	
Cost Proposal	Score: <u>35</u>
Budget is sound although the insurance rates seem high – it is the correct rate	
Provided additional match from the required amount – they are moving over to sustaining the position as a fulltime budgeted position on the county payroll	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: York PD
DATE: August 23, 2017



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DEPARTMENT NAME: Public Safety
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NAMES OF EVALUATORS: Chief Rob Moulton, Ryan Thornell, Lisa Marchese, Donna Strickler, Francine Stark, Tracy Poulin

SUMMARY PAGE

<u>Pass/Fail Criteria</u>	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
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Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	20	
Section II. Specifications of Work to be Performed (Max: 40 Points)	15	
Section III: Cost Proposal (Max: 35 Points)	25	
TOTAL POINTS (Max: 100 Points)	60	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: FY17 STOP Violence Against Women
 BIDDER: York PD
 DATE: August 23, 2017

EVALUATION

Total Points Available: Score: 60

Evaluation Team Comments:

Organization Qualifications & Experience	Score: 20
Qualified – continuation project	
Specifications of Work to be Performed	Score: 15
Lacking clarity baselines are old	
Could not locate a supplement not supplanting statement	
Sustainability not addressed	
Measures don't measure overall effectiveness just the response to crimes and crime rates	
Partnership and support provided	
Poorly cut and pasted application - many years of support	
Referral numbers seems quite low	
Can't find the not supplanting language	
Language on page three "some of these countries" is offensive/inappropriate	
Cost Proposal	Score: 25
Sound budget with solid match	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: FY17 STOP Violence Against Women
 BIDDER: Waldo SO
 DATE: August 23, 2017



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DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Chief Rob Moulton, Ryan Thornell, Lisa Marchese, Donna Strickler, Francine Stark, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria	Pass:	Fail:
♦		
♦		
♦		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)		25
Section II. Specifications of Work to be Performed (Max: 40 Points)		35
Section III: Cost Proposal (Max: 35 Points)		30
TOTAL POINTS (Max: 100 Points)		90

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: FY17 STOP Violence Against Women
 BIDDER: Waldo SO
 DATE: August 23, 2017

EVALUATION

Total Points Available: Score: 90

Evaluation Team Comments:

Organization Qualifications & Experience	Score: <u>25</u>
Qualified and had many letters of support for the work	
Continuation proposal	
Specifications of Work to be Performed	Score: <u>35</u>
Sexual Assault mentioned but not explained – would not count as meaningfully addressing SA	
Sustainability okay and should be much better discussion of how they will sustain position	
Good reporting of prior activities	
Good collaboration	
Could use some work on the outcomes/performance measures to measure effectiveness	
Does not meaningfully address SA	
Could be better at explaining the current progress	
Cost Proposal	Score: <u>30</u>
Budget sound	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Lewiston PD
DATE: August 23, 2017



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SUMMARY PAGE

Pass/Fail Criteria	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
<u>Maine Business Consideration</u>		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
<u>Numerical Score:</u>		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	40	
Section III: Cost Proposal (Max: 35 Points)	35	
TOTAL POINTS (Max: 100 Points)	100	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Lewiston PD
DATE: August 23, 2017

EVALUATION

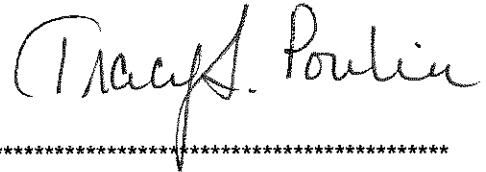
Total Points Available: Score: 100

Evaluation Team Comments:

Organization Qualifications & Experience	<u>Score: 25</u>
Very well qualified	
Continuation project	
Specifications of Work to be Performed	<u>Score: 40</u>
Outcomes and measurements provide some measure of effectiveness	
DV coordinator is funded by the City of Lewiston	
Good reporting of previous project data	
Does not meaningfully address SA	
Identifies and engages underserved communities and populations	
Good letters of support and collaboration	
Appreciate that there is other community involvement noted but not funded by the grant	
Cost Proposal	<u>Score: 35</u>
Budget is sound	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: MECASA Sex Crimes Kits Study
DATE: August 23, 2017



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Maine Business Consideration		
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Did Bidder identify itself as a Maine Business:	X	
Numerical Score:		
	Points Awarded:	
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	40	
Section III: Cost Proposal (Max: 35 Points)	30	
TOTAL POINTS (Max: 100 Points)	95	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: FY17 STOP Violence Against Women
 BIDDER: MECASA Sex Crimes Kits Study
 DATE: August 23, 2017

EVALUATION

Total Points Available: Score: 95

Evaluation Team Comments:

Organization Qualifications & Experience	Score: <u>25</u>
Well qualified with good project support documentation	
Collaboration well documented	
Included board member list	
Specifications of Work to be Performed	Score: <u>40</u>
Good data driven approach to improving practices	
Good to develop model policies	
Like the advisory group	
Does meaningfully address SA	
Outcomes would be very useful in recommendation development	
Good description of using the RFP process to select a vendor	
One-time project so no sustainability issue	
Cost Proposal	Score: <u>30</u>
No 501 c 3 would need be contracting	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: MECASA Law Enforcement Guidelines
DATE: August 23, 2017



Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.*

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Chief Rob Moulton, Ryan Thornell, Lisa Marchese, Donna Strickler, Francine Stark, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria	Pass:	Fail:
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	30	
Section III: Cost Proposal (Max: 35 Points)	30	
TOTAL POINTS (Max: 100 Points)	85	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: FY17 STOP Violence Against Women
 BIDDER: MECASA Law Enforcement Guidelines
 DATE: August 23, 2017

EVALUATION

Total Points Available: Score: 85

Evaluation Team Comments:

Organization Qualifications & Experience	Score: <u>25</u>
Very well qualified	
Good support for the project	
Board member list included	
Specifications of Work to be Performed	Score: <u>30</u>
Discussed the proposed App and wonder if it will allow for future expansion of other related types of apps	
Meaningfully addresses SA	
No sustainability concerns – one time project	
Good effort to provide statewide benefit to law enforcement - proactive	
Will use the RFP process to select a vendor	
Will the app be able to have other items added as time progresses and needs are identified	
Cost Proposal	Score: <u>30</u>
No 501 c 3	
\$187 that is in personal services should be in other – move for contracting	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Piscataquis DA DV Investigator
DATE: August 23, 2017



Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Chief Rob Moulton, Ryan Thornell, Lisa Marchese, Donna Strickler, Francine Stark, Tracy Poulin

SUMMARY PAGE

<u>Pass/Fail Criteria</u>	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	20	
Section II. Specifications of Work to be Performed (Max: 40 Points)	25	
Section III: Cost Proposal (Max: 35 Points)	20	
TOTAL POINTS (Max: 100 Points)	65	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: FY17 STOP Violence Against Women
 BIDDER: Piscataquis DA DV Investigator
 DATE: August 23, 2017

EVALUATION

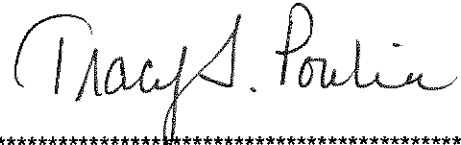
Total Points Available: Score: 65

Evaluation Team Comments:

Organization Qualifications & Experience	Score: 20
Qualified	
Doesn't seem to be actual support documents in the proposal	
Specifications of Work to be Performed	Score: 25
Lots of gaps in the narrative	
Why is a stipend necessary for a full-time employee already salaried by the Sheriff's Department	
No sustainability provided	
Nothing new or innovative – same thing with no sustaining on the part of the community	
No real performance measures included	
Some of these data measures are not appropriate – eliminating homicides, specific numbers of arrests...	
No doubt of need but not very well documented	
Cost Proposal	Score: 20
Stipend justification not included in the budget narrative	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: MECASA Corrections Video
DATE: August 23, 2017



Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.*

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Chief Rob Moulton, Ryan Thornell, Lisa Marchese, Donna Strickler, Francine Stark, Tracy Poulin

SUMMARY PAGE

<u>Pass/Fail Criteria</u>	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
<u>Maine Business Consideration</u>		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
<u>Numerical Score:</u>		
Section I. Organization Qualifications & Experience	(Max: 25 Points)	25
Section II. Specifications of Work to be Performed	(Max: 40 Points)	40
Section III: Cost Proposal	(Max: 35 Points)	30
TOTAL POINTS		95
		(Max: 100 Points)

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: MECASA Corrections Video
DATE: August 23, 2017

EVALUATION

Total Points Available: Score: 95

Evaluation Team Comments:

Organization Qualifications & Experience	Score: 25
Well qualified	
Board member list included	
Specifications of Work to be Performed	Score: 40
Good to maintain PREA certification – supplemental to classroom training	
Good enhancement of what is currently in place – sustainable without additional funding	
Measures are good – outline good	
Will use RFP process to get a vendor	
Meaningfully addresses SA	
Cost Proposal	Score: 30
No 501c3 paperwork – need before contracting	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Cumberland County SO EPIC
DATE: August 23, 2017



Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.*

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Chief Rob Moulton, Ryan Thornell, Lisa Marchese, Donna Strickler, Francine Stark, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria	Pass:	Fail:
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	35	
Section III: Cost Proposal (Max: 35 Points)	35	
TOTAL POINTS (Max: 100 Points)	95	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Cumberland County SO EPIC
DATE: August 23, 2017

EVALUATION

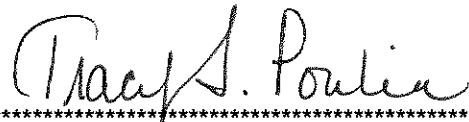
Total Points Available: Score: 95

Evaluation Team Comments:

Organization Qualifications & Experience	<u>Score: 25</u>
Well qualified	
Continuation project	
Specifications of Work to be Performed	<u>Score: 35</u>
Who is on the multi-disciplinary training team	
Good outcome data collection system	
Sustainability weak	
Crystal Judson protocol – is this only the local departments or everyone in Maine	
Good collaboration and consultation	
Does not meaningfully address SA	
Previous project data good	
Cost Proposal	<u>Score: 35</u>
Well done and sound	
Match provided	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: FY17 STOP Violence Against Women
 BIDDER: Portland PD Mapping
 DATE: August 23, 2017



Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Chief Rob Moulton, Ryan Thornell, Lisa Marchese, Donna Strickler, Francine Stark, Tracy Poulin

SUMMARY PAGE

<u>Pass/Fail Criteria</u>	Pass:	Fail:
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	39	
Section III: Cost Proposal (Max: 35 Points)	35	
TOTAL POINTS (Max: 100 Points)	99	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: FY17 STOP Violence Against Women
 BIDDER: Portland PD Mapping
 DATE: August 23, 2017

EVALUATION

Total Points Available: Score: 99

Evaluation Team Comments:

Organization Qualifications & Experience	<u>Score: 25</u>
Very well qualified	
Specifications of Work to be Performed	<u>Score: 39</u>
Discussed a confidentiality concern regarding victim location but feel that the department is going to handle the information correctly	
Good no sustainability issues – one-time program costs	
Seems innovative and may improve officer safety	
Needs a data collection plan to measure success/effectiveness	
May be good as a model project for other departments	
Will follow City of Portland purchasing guidelines	
Cost Proposal	<u>Score: 35</u>
Budget is sound but lacks some foundation – may be due to bid process and unknown costs	
Adequate match given	

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119
RFP TITLE: STOP Violence against women formula grant- LE
BIDDER NAME: Westbrook City SO
DATE: 8/23/17
EVALUATOR NAME: Robert Meliton
EVALUATOR DEPARTMENT: Scarborough PD

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Training in
Improvement of LE
Response to Domestic
and Sexual Assault

Cost effective?
Very High level of
Effectiveness or prior training
Support??

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Aroostook County Sheriff Department

DATE: Donna Strickler 8/23/17

EVALUATOR DEPARTMENT:

Sexual Assault Crisis & Support Center

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

They are making strides in sustainability which is positive, they have also taken feedback re: the involvement of the local Sexual Assault agency.
--

It looks like an older version of the application was used.

would have liked to see an evaluation process of the past trainings and moving forward
--

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: Aroostook Cty SO - Task Force
 DATE: 8/21/17
 EVALUATOR NAME: Francine Stark
 EVALUATOR DEPARTMENT: MCEDV

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

P - summarizes the history of training made possible uniquely w/ grant funds
P - addressed need for training opportunities to be made available in Aroostook - which is far away from most LE training in ME
P - demonstrated collaborative approach w/ DVOSA
P - budget adjusted to reflect only essential costs
M - no particular focus for training yet identified for these funds
20
15
20

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: *Arrested 50 Task Force*
 DATE: *August 22, 2017*
 EVALUATOR NAME: Tracy J. Poulin
 EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Not continuation but funded in past

*** No Maine Business*

*** No ~~SA~~ JAM Registration*

Consultation included

Purpose 7 Priority 1

Old form

** No project description* *need a list of members or letter of support*

Well qualified

Sustainability sort of addressed

wrote a lot about the task force training history

** evaluation of training should be a measure*

No support letters

** Need more specifics on \$2500 8 hr training*

** Supplement in budget narrative*

Budget sound

\$3,750 match \$2898

SA - not on form

CS - no

20

~~20~~ 15

20

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119
RFP TITLE: SOP Violence against women formula grant - LE
BIDDER NAME: Arrogstok City SO
DATE: 8/23/17
EVALUATOR NAME: Front Mountain PD
EVALUATOR DEPARTMENT: Scarborough PD

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

DO De
Programmed to take on
More + more of funding
to make sustainable
Focus ??
County Util. Support ?
Focus Services.

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: (Insert RFP #) 2017606119
RFP TITLE: (Insert RFP Title) Arctostoolk County DV Detective
BIDDER NAME: (Insert name of Bidder organization whose proposal is being reviewed) Joe McKenna
DATE: (Insert date proposal was reviewed by individual evaluator) 8/18
EVALUATOR NAME: (Insert your name here) Lisa Marcel
EVALUATOR DEPARTMENT: (Insert your Department name here) AG

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

DIV Sexual Assault Det. pos. in
Continue ^{but} Partial Fundy Focus. High Risk of
\$35,299 Matchy Funds
Participates in Epic
County Funded 28% up to 75%
65% v. 75%
Do this match??
85

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: Arroostook 30 DV Detective
 DATE: August 23, 2017
 EVALUATOR NAME: Tracy J. Poulin
 EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

ME business blank
 SAM Registration blank
 Purpose 1 Priority 7
 pg 2 4 yr plan to sustainability - no specific progress mentioned pg 5 cap partial funding pg 8
 pg 4 demographics conflict w/ earlier ones
 pg 7 baseline data seems low - is it? pg 8-9 max
 pg 8 ASO funding 48% of the position
 Needs to streamline the quite long history
 two consultation forms
 why nothing from other departments expressing the support for DV Detective - county support

Budget is sound

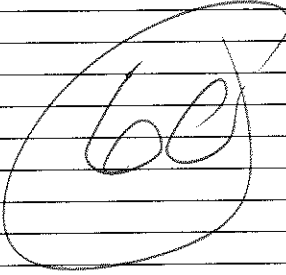
\$35,299 match 65,310 20
 SA - no answer old form 30
 CS - no 35

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: (Insert RFP #) 201706119
RFP TITLE: (Insert RFP Title) DV investigation
BIDDER NAME: (Insert name of Bidder organization whose proposal is being reviewed) York PD
DATE: (Insert date proposal was reviewed by individual evaluator) 8/10/2017
EVALUATOR NAME: (Insert your name here) Lisa Madore
EVALUATOR DEPARTMENT: (Insert your Department name here) AG

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

<u>York PD.</u>
<u>DV investigation & bail check</u>
<u>Bail check, PD</u>
<u>\$ <u>37,263</u></u> <u>this is OVERTIME</u>
<u>Not a dedicated person - assignment officer?</u>
<u>Performance measures are NOT clear</u>
<u>6 years +</u>


**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: York Police Department

DATE: Donna Strickler 8/23/17

EVALUATOR DEPARTMENT:

Sexual Assault Crisis & Support Center

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

It seems that as a continuation grant, my concern would be re: the ability to spend the money during the period of the grant since the 2016 funding was not totally spent, what would be different this year? Not really clear.
It looks like an older version of the application was used.
Performance measures are not real clear, numbers of referrals to service provider doesn't match well with outcomes.
Some concern Re: page 3 relating to cultural statements.

\$37,263

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: York PD

DATE: August 22, 2017

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Continuation

Purpose	1	3	Priority	1	4
* Used very old RFP document pg 9					
Well qualified					
pg 3 - seems like the baselines should be 2016 not 2015					
pg 4 sustainability doesn't really say how they will sustain					
pg 5 past progress					
pg 6 work plan good					
** where is not supplanting language?					
will reimburse at actual rates					
consultation included - caring unlimited					
DA support - DA Stathery					
"some of these countries" pg 3					
Budget is sound					

\$37,263	match	\$20,952	good	20
Culturally	- No			15
SA -	* no answer			25

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119
RFP TITLE: STOP Violence against women formula grant
BIDDER NAME: Waldo CSO LE
DATE: 8/8/17 Resort Mountain
EVALUATOR NAME: Scarborough PD
EVALUATOR DEPARTMENT: Scarborough PD

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

DOE
Significant decrease in DU calls and
arrest
Relatively stable # FTA
When are grants awarded
Why five lapse Oct to Jan
what sources of left over
pushing
Fringe Sears kept
2nd year - Goal reporting

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Waldo 30

DATE: 8-23-17

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments: Continuation

Sexual Assault not clear
Letters of support or MOU
well qualified - year 2 of project
no license required
pg 3 - good info of progress in overall call
pg 6-9 table 2. Objectives need work 1 & 2 seem to be duplicates but different (partners.)
pg 9 sustainability - I don't see what they are doing
pg 10 continuation progress - doesn't really give info
pg 12 Implementation plan - okay but not great
pg 16 match should be 100%
would have been helpful to have a position description and salary breakdown

\$53,892

25

SA - yes

35

CS - no

30

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: (Insert RFP #) 201706119
RFP TITLE: (Insert RFP Title) ProActive Response Team L.E.
BIDDER NAME: (Insert name of Bidder organization whose proposal is being reviewed) Royal Landry
DATE: (Insert date proposal was reviewed by individual evaluator) 8/11/2017
EVALUATOR NAME: (Insert your name here) Lisa Marchese
EVALUATOR DEPARTMENT: (Insert your Department name here) OAG

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Leicester PD.
\$ 79,541 / 39,564 to continue PRT
Pro Active Response Team. (PRT
includes immigrant community, Elders
incorporates multiple systems
LPD HAS a DV Coordinator Funded by City of Leicester
How is PRT different from DV Coord.?
Follow upon bail cond.
Maintain a database
PRT will do interviews
100

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: Lewiston PD
 DATE: August 22, 2017
 EVALUATOR NAME: Tracy J. Poulin
 EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Continuation

Believe "Maine Business" should be "yes"
Well qualified
Priority 2, 9 Purpose 1, 2, 6
pg 5 sort of addresses sustainability - person on payroll but not PRT overtime pg 11
goals are good 2 pg 9 3 on pg 10
pg 11 continuation progress
much needed effort
pg 13 timeline good - shows additional community involvement - NOT just OT
letters of support good pg 38
consultation good pg 37
Budget is sound

25
40
35

\$39,564 match \$39,977

SA - yes
 CS - no

* can the information be used for culturally specific

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119
RFP TITLE: Stop Violence against women formula grant - LE
BIDDER NAME: Me. CASA
DATE: 8/23/17
EVALUATOR NAME: Roshan M. - 12 -
EVALUATOR DEPARTMENT: Scarborough PD

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

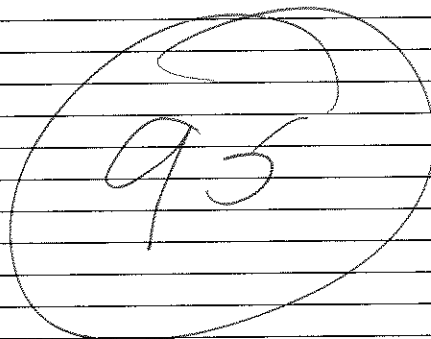
See Cons Forensic go on kits
Policy - Soap Shot
Forensic kits throughout State
Best Practice
No Model
Consultant Fee
and Support
Proactive Due time

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: (Insert RFP #) 20170619
RFP TITLE: (Insert RFP Title) Policy & Process Study for Sex Crisis F. 149
BIDDER NAME: (Insert name of Bidder organization whose proposal is being reviewed) MCASA
DATE: (Insert date proposal was reviewed by individual evaluator) 8/18
EVALUATOR NAME: (Insert your name here) Lisa Macleod
EVALUATOR DEPARTMENT: (Insert your Department name here) AG

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Sexual Assault Forensic Kits - data collector
Came LAB thru MSP SupportS
last X was in 1999.
32,000 35,152
Advisory group =


**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: MECASA, Sex Crimes Kits

DATE: August 22, 2017

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

New

<i>Board members list provided</i>
<i>Letters of support included - key people</i>
<i>Well qualified to do the work</i>
<i>Purpose Area 3, 7, 16 Priority 3</i>
<i>No licensure needed</i>
<i>Will use the RFP process to select vendor to do study</i>
<i>study best practices & kit situation in Maine</i>
<i>good to be proactive</i>
<i>pg 4 appreciate the questions</i>
<i>* sustainability / one time project</i>
<i>Workplan reasonable</i>
<i>* no match provided no 501c3 documentation</i>
<i>* is the salary not supplanting? pg 14</i>

\$35,152

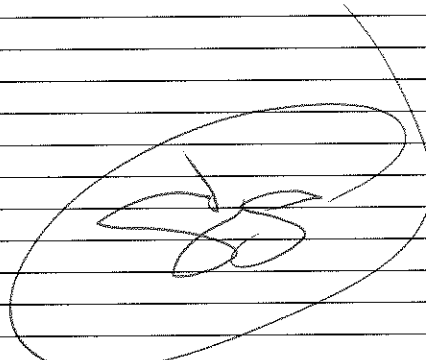
<i>JA - yes</i>	<i>25</i>
<i>Culturally specific - no</i>	<i>40</i>
	<i>30</i>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: (Insert RFP #) 201706119 (Something over MEGAST award)
RFP TITLE: (Insert RFP Title) L.E. guidelines update / APP
BIDDER NAME: (Insert name of Bidder organization whose proposal is being reviewed) MEGAST
DATE: (Insert date proposal was reviewed by individual evaluator) 8/18
EVALUATOR NAME: (Insert your name here) Lisa Mancoske
EVALUATOR DEPARTMENT: (Insert your Department name here) AG

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

<p><u>\$1197.</u> <u>update guidelines for L.E. 1st Respond</u> <u>Hasn't been updated since 2009</u> <u>MAKE 2nd APP.</u> <u>\$6,334</u> <u>Cost of Electronic APP ??</u> <u>does this really cost \$</u></p>	
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STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Mecasa LE Guidelines update

DATE: Donna Strickler 8/23/17

EVALUATOR DEPARTMENT:

Sexual Assault Crisis & Support

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

~~does provide direct~~
Although MECASA is not a victim services provider indicated in the proposal, they do represent the 7 Sexual Assault Service Providers in the state and have significant feedback and input to programming.

Page 5 & 6 Don't match for Personnel \$, however is listed on page 10 under other instead.

5013C letter not attached

Great idea!

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: MECAASA law enforcement guidelines

DATE: August 22, 2017

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments: New

Good organizational qualifications
Purpose 16 Priority 1
Board member list included
Good letters of support
Will select vendor using an RFP
Good to be proactive w/ 2009 guideline review
pg 3 sustainability - one time project
Workplan reasonable
** will this app. be able to have other topics added as time & expertise permit
** pg 5 & 6 don't match \$187 belong in other
** missing 501c3 documentation
pg 11 supplement

\$6,334 not a match included

SA - yes

Culturally - No

25

30

30

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Piscataquis DA

DATE: August 23, 2017

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments: Continuation

<u>No to Maine business</u>	
<u>Purpose 2, 3</u>	<u>Priority 1, 5</u>
<u>stipend not good</u>	
<u>qualifications - shouldn't state what looks</u>	
<u>like quotas</u>	
<u>no sustainability</u>	

\$65,320

match \$44,065

SA - no

20

CS - no

25

20

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: MECASA Corrections

DATE: August 22, 2017

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

New

Board member list included
Two letters of support
Purpose 1, 9, 17 Priority 4
Well qualified to do project
No license required
Not really a continuation but does build on PREA project
Will RFP video vendor pg 2
like this idea for both corrections personnel & incarcerated people
pg 5 sustainability - one time project
pg 7 timeline good & reasonable
pg 14 supplement - salary is supplement?
** no 501c3 paperwork provided

\$15,002 no match

SA - yes

culturally sp. - no

25

40

30

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119
RFP TITLE: STOP Violence Against Women Forum Grant
LE
BIDDER NAME: Cumberland Co SO
DATE: 8/23/17
EVALUATOR NAME: Robert Keon-Itan
EVALUATOR DEPARTMENT: Scarborough PD

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

EPIC
CCSO
Yonkers
Georgetown
South Portland
Brunswick
Woodbury
Westbrook
RFP Coordinator and
contract to evaluate
Other first responses re Westbrook
for review

Cost ~~is~~ Effective

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: (Insert RFP #) 201706119

RFP TITLE: (Insert RFP Title) Enhanced Police Invest Coll. 1st Responder

BIDDER NAME: (Insert name of Bidder organization whose proposal is being reviewed) CCSO

DATE: (Insert date proposal was reviewed by individual evaluator)

EVALUATOR NAME: (Insert your name here) Lisa Marchese

EVALUATOR DEPARTMENT: (Insert your Department name here) OAG

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Crystal Judson BIV Protocol
EPIC PROGRAM? Since 2010
EPIC 1st Responder Coordinator
Coordinator V. Advocates
58,046 - \$ Fed.
Lg. # of Agencies - good Collaboration

95

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: Cumberland SD
 DATE: August 23, 2017
 EVALUATOR NAME: Tracy J. Poulin
 EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments: Continuation

Purpose 2, 5, 7, 11, 13	Priority 1, 2, 4
pg 21 Capital Judson - just for Cumberland County? pg 11 & 18	
well qualified to carry out project planned work is all great	
pg 15 sustainability - not much - up to and person is supported 100% STOP	
pg 17 continuation progress - good progress & documentation consultation support & MOU good	
pg 29 sustainability - looking but nothing	
pg 22 total is \$58,049 not 58,046 Federal	25
pg 23 Windham 26.74 not 26.15	
pg 26 might 1.3% not .13% unemployment	35
pg 22 supplement & pg 29	

\$58,046 match \$43,888

SA - no
 CS - no

* work w/ MCOFA, Sheriffs Association
 MGJA if statewide Crystal Judson

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: *Portland PD*
 DATE: *August 23, 2017*
 EVALUATOR NAME: Tracy J. Poulin
 EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

<i>Not a Maine business</i>		
<i>Purpose 4 Priority 1</i>		
<i>Increase officer safety w/ knowledge</i>		
<i>Well qualified to do this work</i>		
<i>Project Objectives good pg 4</i>		
<i>pg 13 supplement</i>		
<i>consultation included</i>		
<i>pg 15 reasonable work plan</i>		
<i>* safety concern if PFA has survivor address & the address is meant to be confidential - VAWA require.</i>		
<i>Will Portland purchasing guidelines pg 13</i>		
<i>One-time project pg 4</i>		
<i>Budget sound</i>		

<i>\$10,000</i>	<i>\$4925 match</i>	<i>25</i>
<i>SA - no</i>		<i>39</i>
<i>CS - no</i>		<i>35</i>



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Chief Rob Moulton accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.



Signature



Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

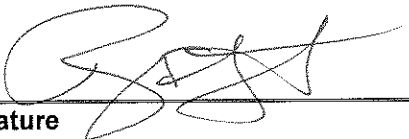
I, Ryan Thornell accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).


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Signature



Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Lisa Marchese accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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Signature



Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Donna Strickler accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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Donna Strickler
Signature

8/23/17
Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Francine Stark accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

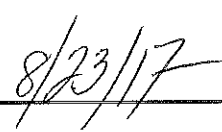
Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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Signature


Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Tracy J. Poulin accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I, nor any member of my immediate family, have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

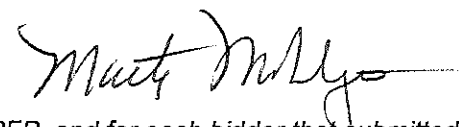
I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Tracy J. Poulin
Signature

August 22, 2017
Date

State of Maine
RFP / Proposal Master Score Sheet



Instructions: Please complete the Master Score Sheet below, providing all of the requested information for the RFP, and for each bidder that submitted a proposal in response to the RFP. Please submit this document to the Division of Purchases as part of your contract award selection documents.

SCORESHEET FOR RFP# 201706119 : STOP Violence Against Women Formula Grant – Prosecution					
PROPOSAL SUBMITTED BY:		Prosecutorial District I Prosecutor	Prosecutorial District I VWA	Prosecutorial District IV Prosecutor & DV Inv.	Prosecutorial District II Phase II for Prosecutors Association
COST:		Cost: \$103,573	Cost: \$26,431	Cost: \$103,600	Cost: \$105,224
IDENTIFIED AS A MAINE BUSINESS:		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
EVALUATION ITEM	POINTS AVAIL.				
Section I: Organizational Qualifications & Experience	25	25	25	25	25
Section II: Specifications of Work to be Performed	40	10	30	25	35
Section III: Cost Proposal	35	20	25	30	30
TOTAL	100	55	80	80	90
PROPOSAL SUBMITTED BY:					
COST:		Cost:	Cost:	Cost:	Cost:
IDENTIFIED AS A MAINE BUSINESS:		Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
EVALUATION ITEM	POINTS AVAIL.				
Section I: Organizational Qualifications & Experience	25				
Section II: Specifications of Work to be Performed	40				
Section III: Cost Proposal	35				
TOTAL	100				



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

York County District Attorney's Office
45 Kennebunk Road
Alfred, ME 04002

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Ms. Slattery:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- MECASA Sex Crimes Kit Study
- Waldo County Sheriff's Office
- Cumberland County Sheriff's Office
- Aroostook County Sheriff's Office DV Detective
- Lewiston Police Department
- Portland Police Department
- Caring Unlimited
- Pros. Dist. I Attorney's Office VWA
- Pros. Dist. IV Attorney's Office
- The Next Step
- Family Violence Project
- Administrative Office of the Courts
- Safe Voices
- Family Crisis Services
- MECASA Human Trafficking Training Expansion
- MECASA Law Enforcement Guidelines
- Prosecutorial District II
- MECASA Corrections Training Videos

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders 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 the apparent successful vendor. The vendor 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.

Upon receipt of a finalized award from the Federal government the Maine Department of Public Safety (DPS) will enter into the contracting phase of the awarding process. It is anticipated that the DPS will receive notification prior to October 1, 2017.

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).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

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

Sincerely,



Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an 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).



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Prosecutorial District IV
95 State Street
Augusta, ME 04330

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Ms. Maloney:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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- Pros. Dist. IV Attorney's Office
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- Family Violence Project
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- Safe Voices
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Senior Planner
Maine Department of Public Safety
104 State House Station
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Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Cumberland County District Attorney's Office on behalf of Maine Prosecutor's Association
295 Water Street
Augusta, ME 04330

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Ms. Anderson:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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- Lewiston Police Department
- Portland Police Department
- Caring Unlimited
- Pros. Dist. I Attorney's Office VWA
- Pros. Dist. IV Attorney's Office
- The Next Step
- Family Violence Project
- Administrative Office of the Courts
- Safe Voices
- Family Crisis Services
- MECASA Human Trafficking Training Expansion
- MECASA Law Enforcement Guidelines
- Prosecutorial District II
- MECASA Corrections Training Videos

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

Sincerely,



Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Prosecutorial District I Prosecutor
DATE: August 29, 2017

Marty McIntyre

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Marty McIntyre, Elise Johansen, Chief Jack Peck, Major Christopher Grotton, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	10	
Section III: Cost Proposal (Max: 35 Points)	20	
TOTAL POINTS (Max: 100 Points)	55	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Prosecutorial District I Prosecutor
DATE: August 29, 2017

EVALUATION

Total Points Available: Score: 55

Evaluation Team Comments:

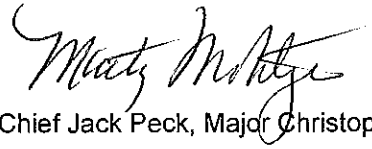
Organization Qualifications & Experience	<u>Score: 25</u>
This organization has the qualifications and experience needed to support this work.	
Specifications of Work to be Performed	<u>Score: 10</u>
This proposal seemed to be more about training and meetings (coordinating MDTs)—does it make sense to pay for a Prosecutor to do these tasks?	
Very focused on the York Police Dept.—what about other police departments in York County?	
Prosecutor seems to spend a lot of time doing non-prosecutor tasks	
NO sustainability plan	
Continuation grant---seems like some of the “development” tasks in the grant should have been accomplished by now	
Cost Proposal	<u>Score: 20</u>
Inconsistency in meal expense	
Per diems are not accurate	
StaCap on wrong page and foundation for StaCap not provided	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Prosecutorial District I Victim Witness Advocate
DATE: August 29, 2017

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Marty McIntyre, Elise Johansen, Chief Jack Peck, Major Christopher Grotton, Tracy Poulin



SUMMARY PAGE

Pass/Fail Criteria	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	30	
Section III: Cost Proposal (Max: 35 Points)	25	
TOTAL POINTS (Max: 100 Points)	80	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Prosecutorial District I Victim Witness Advocate
DATE: August 29, 2017

EVALUATION

Total Points Available: Score: __ 80__

Evaluation Team Comments:

Organization Qualifications & Experience	Score: __ 25__
This organization has the qualifications and experience and a proven ability to manage this project.	
Specifications of Work to be Performed	Score: __ 30__
Confusing whether proposal is to fund 50% of one FTE or for 2 people—stated differently in different places	
No discussion about how many refugee/immigrant victims were served	
Did not answer the question “meaningfully addresses sexual assault”	
Question about the term “served”—are they providing a service or sending out/handing out a brochure	
Great collaboration	
Making very good progress on their sustainability plan	
Cost Proposal	Score: 25
Some inconsistencies about what the grant will pay for in terms of personnel	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Prosecutorial District IV – Prosecutor & Investigator
DATE: August 29, 2017

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.*

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Marty McIntyre, Elise Johansen, Chief Jack Peck, Major Christopher Grotton, Tracy Poulin



SUMMARY PAGE

<u>Pass/Fail Criteria</u>	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	25	
Section III: Cost Proposal (Max: 35 Points)	30	
TOTAL POINTS (Max: 100 Points)	80	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Prosecutorial District IV – Prosecutor & Investigator
DATE: August 29, 2017

EVALUATION

Total Points Available: Score: 80

Evaluation Team Comments:

Organization Qualifications & Experience	Score: <u> 25 </u>
This organization has established experience and expertise and demonstrated ability to manage this project.	
Specifications of Work to be Performed	Score: <u> 25 </u>
TOO LONG—exceeded page limit stated in RFP	
No letter of support or consultation agreement with local sexual assault center	
Primarily a domestic violence grant	
DV investigator has to go to criminal justice academy—should we be paying for his time to do this?	
Questions about what DV investigator can do without law enforcement background/training	
Identical letters of support not on agency letterhead	
Victim empowerment (decision making) seems to be absent	
A LOT of outcomes—do they report on all their outcomes?	
No SAM database expiration date	
Cost Proposal	Score: <u> 30 </u>
Budget pages are not filled in properly—doesn't assign any costs to funding from the JAC	
Inconsistencies in budget figures	
No detail in travel budget (how many miles? At what level of reimbursement?)	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Cumberland County DA (on behalf of the Maine Prosecutors Association)
DATE: August 14, 2017

Marty McIntyre

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Marty McIntyre, Elise Johansen, Chief Jack Peck, Major Christopher Grotton, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	35	
Section III: Cost Proposal (Max: 35 Points)	30	
TOTAL POINTS (Max: 100 Points)	90	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Cumberland County DA (on behalf of the Maine Prosecutors Association)
DATE: August 14, 2017

EVALUATION

Total Points Available: Score: _90_

Evaluation Team Comments:

Organization Qualifications & Experience	Score: _25_
Clearly well qualified with a good track record of doing the work	
Specifications of Work to be Performed	Score: _35_
A bit hard to understand because of some of the technical language	
Timeline was a bit confusing (starting in April and wrong dates at end of time line)	
Might have been good to include a better description of the Phase I to help make this more understandable for less technical people	
Question about deliverables—are they realistic	
Cost Proposal	Score: _30_
A few math errors but essentially good and appropriate and understandable	

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: York County DAs office

DATE: 8/28/17

EVALUATOR NAME: Marty McIntyre

EVALUATOR DEPARTMENT: SAPRS

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

out of state training for EVAs?
@ trials? (pg 13)
Good discussion of progress to date
Good community support
Lots of training + meetings - need a Prosecutor to do outreach?

Marty McIntyre

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: YORK COUNTY DISTRICT DA - CONTINUATION

DATE: Elise Johansen

EVALUATOR DEPARTMENT: Safe Voices

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

\$183,573 SALARY, FRINGE + TRAINING

Individual Evaluator Comments:

1 DV PRO. FUNDED BY STOP + 1 VWA	3 PROS. FOR DV + SA
146 FELONY CASES - DV	
GOOD/STRONG TRAINING EFFORTS	
" " RELATI. W/ PPS ON MILD. + FEL. DV/SA	
COLL. W/ CU + SARJSM ON HRT	
STRONG DV UNIT.	
FUNDING REQUEST FOR 1 YR + OUT OF STATE TRNG.	
HIGH DV STATS FOR YORK COUNTY	A LOT OF SYSTEMS WORK
LARGE TRNG. COMPONENT + PART. IN MULTI-DIS. TEAMS	
HOW MANY TRNGS ANNUALLY? + HOW MUCH OF PROSECUTAN?	
HOW WILL CU + SARJSM BE ENGAGED IN THE OTHER OBJECTIVES?	1-4?
SUSTAIN. - TRAINING - ANY GRANT WRITING?	
WREKPLAN + TIME LINE SHOWS STRONG COLLAB.	

PURPOSE PROGRAM AREAS: 1, 2, 7 + PRIORITY: 1, 3, 4.

SUCCESSFUL PROPOSAL VICTIM CENTERS OBJECTIVES:

LOS: BERWICK PD, BIDD, KENNE + PIRT PD, KITT., STATE POL. + MPPROB, N. BERWICK, OGUNBOUS, OOB, SAGO, SANDY, S. BER, YORK, YORK COUNTY SO, CU, SARJSM
 COLL. AGREE: CARING UN., SARJSM

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: York Prosecutor
 DATE: August 29, 2017
 EVALUATOR NAME: Chief Jack Peck
 EVALUATOR DEPARTMENT: Farmington Police Dept

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

York County

DV prosecutor	York County DA office	\$103,573 vs \$383,300
FED. Priority	1,2,7 Training, Developing or expanding units multidisciplinary	state 1,3,4 multi-disciplinary response, enhanced adjudication, training
Priorities spelled out for each purpose area		
Continued funding for salary and benefits as well as training in Chicago (sustainability)		
Project Objectives	- Only York P.D. Age 12??	What did say last year ↑↑
MATCH	33% \$50,273	ACTUAL \$51,877
		M: IE \$185 pg 23 ?? meals \$64 pg 24 ??
VERY well written		
Section IV		
Consultation Agreement - done		
Good description, experience		who / How many trainings?
executive summary objectives		How long has this been funded?
work plan, budget		ONE training last year / Prosecute
NON profit letter		
Supplant		
This feels like this should be funded in a line-item		
Why fund a prosecutor for years thru VAW funds		
ONE jury trial		
4 meetings		April / JUNE Not much

38,290
19,509

102069
1503

103572

96584
211

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

No

RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: District 1 DV Prosecutor
DATE: August 28, 2017
EVALUATOR NAME: Tracy Poulin
EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments: Continuation

ME business - no answers
Purpose 1, 2, 7 Priority 1, 3, 4
qualified organization
pg 16 previous work - progress looks good
pg 15 sustainability okay, but not great
pg 11, Objectives okay but seems more training than legal work - why pay a prosecutor?
pg 18 timeline okay
letters of support provided - very similar content
collaboration documents provided
x pg 23 out of state travel will JAC approve & pg 5 \$185 - foundation of this? \$74 per day
x pg 22 stalap is other not PS no rate given - approved letter
pg 24 supplement not supplant
x soup per diem is \$64 not \$185

\$103,573 match \$51,877

SA - yes
CS - no

25
10
20

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: York County DA VWA

DATE: 8-28-17

EVALUATOR NAME: Marty McIntyre

EVALUATOR DEPARTMENT: SAPRS

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Individual Evaluator Comments:

Very well written, but WAY TOO LONG
1/2 line of 1 passage or 2 passages? Confusing (pg 20 sustainability)
Didn't respond to whether the proposal meaningfully addresses sexual assault
What was sustainability plan last year? Did the projection pan out?
Great collaboration of service providers
lots of letters of support - good demonstrated community support!

Marty McIntyre

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: *YORK COUNTY VWA PROJECT - CONTINUATION*

DATE: Elise Johansen

EVALUATOR DEPARTMENT: *Safe Voices*

PROPOSAL
20,431 INFO ON PG. 32

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Individual Evaluator Comments:

1 PROS - IS CURRENTLY STOP FUNDED - DV + 2 STATE FUNDED FOR DV SPEC.
4 VWA + 1 DIR + 1 RESTIT. CLERK + 1 VICTIM ASST. - 2 STATE DEPT.
2 ARE 50% STOP FUNDED

PAGE 3 - NO CJ SERVICES W/OUT STOP FUNDING - WHAT SERVICES TO REFUGEE + IMMIGRANTS? - NO LOS

PAGE 5 - FUNDING TO MAINTAIN + EXPAND CORE SERVICES - WHAT WILL BE EXPANDED IN PRIORITY AREA 2?

PAGE 6 - TRAINING - MORE DETAILS DESIRED + #5 - WHAT WILL BE DEVEL IN THIS AREA?

FUNDING SINCE 2009 - SUSTAIN. PLAN IS GREAT!

SPEC. OF WORK TO BE PERFORMED SECTION:
A LOT OF BACKGROUND INFO IN EXECU. SUMMARY - NOT BRIEF

HOW MUCH RESTITUTION, NOTIONS OF DV, SA, ETC

PG. 10 - SOME INTS + CALLS ARE NOT DOCUMENTED. ???

PG. 11 - NO LANG. REGARDING THE CON + POWER + CONTROL AS A REASON FOR A VICTIM TO NOT WANT TO TESTIFY.

PG. 13 STRONG LANG. ABOUT VWA'S PROVIDING RELIABLE INFO + WORKING

PG. 14 ~~WORKING~~ W/ VICTIMS FROM OTHER CULTURES + NO MENTION OF COLLAB. W/ OTHER AGENOVES

PG. 20 IS DATA COLLECTED THAT SHOWS ^{ATTEMPTED} OUTREACH + ACTUAL INTERACTIONS W/ VICTIMS?
- VWA'S SERVE ON TRAFFICKING I.E. SENDING INFO TO VS. WORKING W/ COMM. SPEAKING W/ , ETC.

NONE FROM OTHER SERVICE PROVIDERS

PRIORITY AREAS 1-5
PG. 5 + THROUGH TYPOS + SPACING
STOP VA STOP VA STOP
OBJECTIVES ARE

LOS FROM: CU, SARUM, BERWICK PD, CITY OF BIDDEFORD, ELIOT PD, KENNEBUNK PD, KENN. PORT PD, KATHERY PD, ME ST. POLICE, ALFRED ST. POL., COLL. AGREE W/ : CARING UNLIMITED + DA'S OFFICE N. BERWICK PD, OOB, OUNOULT, CITY OF SACO PD, SANDY PD, S. BERWICK, WELLS, YORK, COUNTY SO COUNTY OF YORK.

600 'SERVED' - WHAT DOES SERVED MEAN?
REC'D INFO? OR COMMUN. IN MORE LENGTHY INTERACTIONS?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: York PA VWA
 DATE: August 29, 2017
 EVALUATOR NAME: Chief Jack Peck
 EVALUATOR DEPARTMENT:
 Farmington Police Dept

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

York County DA

of three	\$26,431 52,682 ??
TWO VICTIM WITNESS ADVOCATES pg 8 Pg 17	
Fed Priorities 235791119 Like how they were spelled out	
State Priorities 12345	
897 DV assaults in 10	since 2009 ??
	Continuation - Sustainability
	50% 18 - 75% 19 - 2020 York County
Budget work sheet vs narrative	How long - confusing
non profit letter done	good collaboration - letters of support
Table of contents - page #	would have been good
Organizational Experience - NEW VWA ??	
How many served ?	Refugee Immigrants ?

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

yes

RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Prosecutorial District 1, VWA
DATE: August 28, 2017
EVALUATOR NAME: Tracy Poulin
EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments: Continuation

"No" maine business
Purpose 2,3,5,7,9,11,19 Priority 1,2,3,4,5
well qualified office
what does sexed mean
pg 20 sustainability - making good progress
pg 9 objectives - okay
pg 14 would be nice to know how many refugee/immigrant contacts
pg 6 supplement
*pg 8 sup / salary 1/2 2 fringe - believe its 1 1/2 pg 17
Consultation agreements & letters of support - all the same
pg 30 - think this is for one position not two
pg 32 column 3 total \$6 \$19,011

\$26,431 match \$26,431

5A - NO answer
CS - NO

25
30
25

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Prosecutorial District IV

DATE: 8-28-17

EVALUATOR NAME: Marty McIntyre

EVALUATOR DEPARTMENT: SAPRS

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

No SAM database registration expiration date
<u>Too long</u>
primarily a DV proposal
Do they report on all the outcomes??
p. 22 says that Kennebec County provides all benefits for SA DV inventory but Budget Worksheet lists the benefits + doesn't allocate them to JAC or match
According to Budget Worksheet - <u>no</u> funds from JAC??
no consultation agreement or letter of support from SACSC??? But it doesn't meaningfully address SA??

Marty McIntyre

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: PROS. DISTRICT IV
 DATE: Elise Johansen
 EVALUATOR DEPARTMENT: Safe Voices

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

PURPOSE AREAS:
1, 2, 3, 4,
5, 7, 9, 11
15 + 16

PRIORITY AREAS:
1, 2, 3, 4,
5 + 6

HR PROS ^{1/2 FTE} & HR INVEST. ^{1 FTE} - STRONG BACKGROUNDS FTE INVEST. ^{\$103,000 RENEWAL/CONTIN.}

*COPS MONITOR - BY INVEST.

COMMENTS RE: BID PG. 3.

DOCCUM. CASE ON PG. 4 - ???

GOOD DOCCUM. OF PURPOSE & PRIORITY AREAS

PG. 6 - DUBIUM WHERE IS VICTIM'S DECISION MAKING IN SAFETY PLANNING W/ DV INVEST.?

SUSTAIN. - GOOD & PLANS FOR ADDT'L FUNDING W/ CURRENT STAFF

DV TASK FORCE & HERT & EUMO

↓
NOTED ON PG. 22

CON. AGREE W/ FVP

LOS: FVP, SKOW. PD, PHSFIELD PD, CLINTON PD, OAKLAND PD, WINSLOW PD, MONMOUTH PD, WINTHROP, GARDINER, KENNEBEC CO, AUGUSTA, HALLAMELL, WATERVILLE, SOMERSET
 NONE ON LETTERHEAD EXCEPT FVP
NO SA AGENCY

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

yes

RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Prosecutorial District IV
DATE: August 28, 2017
EVALUATOR NAME: Tracy Poulin
EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Continuation

Purpose 1,2,3,4,5,7,9,11,15 & 16 Priority 1,2,3,4,5,6

* No SAM registration
Loads of identical letters of support - maybe do one letter w/ multiple signatures in the future
Really appreciate Heath's letter

Consultation included
qualified to do the work

No license required

sustainability on pg 21 & 22 okay but not trying to fund fulltime

pg 22 past progress

pg 6 - SADV Inv "will devise"

pg 24-27 timeline okay

pg 29 - no JAC funds in budget

S.C. * pg 8 - are they expecting us to pay for 18 wks training
need clarification on a memo version

pg 35 supplement

pg 33 Admin Match \$4087 & \$174.40

pg 30 training \$477.50 other what is \$5,000 foundation?

pg 29 JAC funds blank 3b \$103,600

\$103,600 match \$60,453

25

SA - yes

25

CS - nothing pg 28

30

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Cumberland County DA

DATE: 8-28-17

EVALUATOR NAME: Marty McIntyre

EVALUATOR DEPARTMENT: SAPPAS

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Not sure I totally understand what will be done in 1 phase of the project

Timing on work plan is not understandable -> looks like work won't begin until April 2018

Budget - food?

Where on page where they indicate if the proposal meaningfully addresses sexual assault? Is this an old grant page?

Marty McIntyre

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: CUMBERLAND COUNTY - ME. PROS. ASSOCIATION - CONTINUATION

DATE: Elise Johansen

EVALUATOR DEPARTMENT: Safe Voices

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

PURPOSE AREA: 4
PRIORITY: 6

Individual Evaluator Comments:

\$ 105,224 FUND BUSINESS SYSTEMS ANALYST

FUNDING FOR PHASE 2 DATA

EXPAND FUNCT. OF DATABASE TO PRODUCE ACCURATE DATA.
INFO THAT IS NECESSARY "FOR PROCESSES & PRACTICES TO ACCOMPLISH DAY TO DAY BUSINESS W/ IN DA OFFICES":

PHASE I - ^{created} UNDERSTANDING OF WHAT DATA WAS AVAIL & LIMITATIONS ON SHARING DATA + IDENT. REPORTS + IN PHASE II, REPORTED CAN BE REFINED & ENHANCED

STRONG PROJECT SCOPE IN PG. 5

OBJECTIVES: STRONG & MEASURABLE

IS THIS TO TRACK WHAT HAPPENS W/ IN CRIM. SYSTEM AFTER EACH CRIME OF DV/SA? ^{JUSTICE}

1st & 2nd ~~OBJECTIVES~~ ESTABLISH A STATEWIDE COLLECTION METHOD RELATED TO DV/SA CRIMES

BUDGET SHEET - TOTALS MISSING UNDER COL. 2/3

PG. 9
G:

coll. w/ SARISM
now w/ MECLSA & MCEVDU

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: Prosecutorial District II
 DATE: August 28, 2017
 EVALUATOR NAME: Tracy Poulin
 EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Continuation Phase II

No to Maine business	
Purpose 4	Priority 6
not current form on pg 1 SA is missing	
qualified group to manage this project	
Board list provided	
4.1.18 to 4.1.19 project period	
Good mou. & collaboration documents	
pg 7-8 very good outcomes and indicators	
pg 8-9 sustainability, long term costs absorbed	
pg 9 continuation info is very good & relevant	
implementation plan good detailed pg 10-12	
last dates at the end SD 2019	
pg 17 total column sb \$15,300 not \$15,358 due to printing	
pg 18 supplement line 492/560 JAC fundfine	

\$105,224 match \$52,618
 SA - not current form 25
 CS - no 35
 30



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Marty McIntyre accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Signature

A handwritten signature in cursive script, appearing to read 'Marty McIntyre', written over a horizontal line.

Date

A handwritten date '8-28-17' written in cursive script over a horizontal line.



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Elise Johansen accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

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I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

A handwritten signature in black ink, appearing to read 'Elise Johansen'.

Signature

8/1/2017

Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Chief Jack Peck accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Signature Jack Peck, Jr.

Date August 29, 2017



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

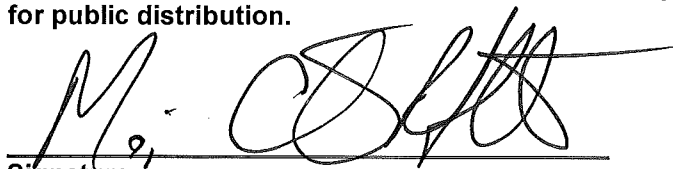
I, Major Christopher Grotton accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

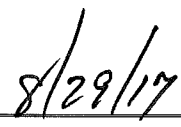
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I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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Signature



Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Tracy J. Poulin accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

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I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Tracy J. Poulin
Signature

August 28, 2017
Date

**State of Maine
RFP / Proposal Master Score Sheet**

James T. Clissman
9/11/17

Instructions: Please complete the Master Score Sheet below, providing all of the requested information for the RFP, and for each bidder that submitted a proposal in response to the RFP. Please submit this document to the Division of Purchases as part of your contract award selection documents.

SCORESHEET FOR RFP# 201706119 : STOP Violence Against Women Formula Grant – Victim Services					
PROPOSAL SUBMITTED BY:		Caring Unlimited	Safe Voices	Family Violence Project	Partners for Peace
COST:		Cost: \$54,664	Cost: \$38,295	Cost: \$54,195	Cost: \$45,951
IDENTIFIED AS A MAINE BUSINESS:		Yes X No <input type="checkbox"/>	Yes X No <input type="checkbox"/>	Yes X No <input type="checkbox"/>	Yes X No <input type="checkbox"/>
EVALUATION ITEM	POINTS AVAIL.				
Section I: Organizational Qualifications & Experience	25	25	25	25	25
Section II: Specifications of Work to be Performed	40	35	25	40	20
Section III: Cost Proposal	35	35	25	35	15
TOTAL	<u>100</u>	<u>95</u>	<u>75</u>	<u>100</u>	<u>60</u>
PROPOSAL SUBMITTED BY:		Family Crisis Services	MECASA	Next Step	
COST:		Cost: \$43,569	Cost: \$23,182	Cost: \$49,403	Cost:
IDENTIFIED AS A MAINE BUSINESS:		Yes X No <input type="checkbox"/>	Yes X No <input type="checkbox"/>	Yes X No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
EVALUATION ITEM	POINTS AVAIL.				
Section I: Organizational Qualifications & Experience	25	25	25	25	
Section II: Specifications of Work to be Performed	40	35	40	20	
Section III: Cost Proposal	35	35	30	25	
TOTAL	<u>100</u>	<u>95</u>	<u>95</u>	<u>70</u>	



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Caring Unlimited Corp.
PO Box 590
Sanford, ME 04073

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Ms. Peoples:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- MECASA Sex Crimes Kit Study
- Waldo County Sheriff's Office
- Cumberland County Sheriff's Office
- Aroostook County Sheriff's Office DV Detective
- Lewiston Police Department
- Portland Police Department
- Caring Unlimited
- Pros. Dist. I Attorney's Office VWA
- Pros. Dist. IV Attorney's Office
- The Next Step
- Family Violence Project
- Administrative Office of the Courts
- Safe Voices
- Family Crisis Services
- MECASA Human Trafficking Training Expansion
- MECASA Law Enforcement Guidelines
- Prosecutorial District II
- MECASA Corrections Training Videos

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders 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 the apparent successful vendor. The vendor 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.

Upon receipt of a finalized award from the Federal government the Maine Department of Public Safety (DPS) will enter into the contracting phase of the awarding process. It is anticipated that the DPS will receive notification prior to October 1, 2017.

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).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

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

Sincerely,



Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an 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).



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Safe Voices
PO Box 713
Auburn, ME 04212

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Ms. Johansen:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- MECASA Sex Crimes Kit Study
- Waldo County Sheriff's Office
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- Pros. Dist. IV Attorney's Office
- The Next Step
- Family Violence Project
- Administrative Office of the Courts
- Safe Voices
- Family Crisis Services
- MECASA Human Trafficking Training Expansion
- MECASA Law Enforcement Guidelines
- Prosecutorial District II
- MECASA Corrections Training Videos

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders 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 the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to

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This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

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

Sincerely,



Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an 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).



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Family Violence Project
PO Box 304
Augusta, ME 04332-0304

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Ms. Fitch:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- MECASA Sex Crimes Kit Study
- Waldo County Sheriff's Office
- Cumberland County Sheriff's Office
- Aroostook County Sheriff's Office DV Detective
- Lewiston Police Department
- Portland Police Department
- Caring Unlimited
- Pros. Dist. I Attorney's Office VWA
- Pros. Dist. IV Attorney's Office
- The Next Step
- Family Violence Project
- Administrative Office of the Courts
- Safe Voices
- Family Crisis Services
- MECASA Human Trafficking Training Expansion
- MECASA Law Enforcement Guidelines
- Prosecutorial District II
- MECASA Corrections Training Videos

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Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Partners for Peace
PO Box 653
Bangor, ME 04402

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Ms. Cost:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Sincerely,



Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Family Crisis Services
PO Box 704
Portland, ME 04104

**SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant**

Dear Ms. Hobbs:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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Sincerely,



Tracy J. Poulin
Senior Planner
Maine Department of Public Safety
104 State House Station
45 Commerce Drive, Suite One
Augusta, ME 04333-0104
tracy.j.poulin@maine.gov

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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Maine Coalition Against Sexual Assault
45 Memorial Circle, Suite 302
Augusta, ME 04330

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Ms. Ward Saxl:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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tracy.j.poulin@maine.gov

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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

September 11, 2017

Next Step Domestic Violence Project
PO Box 1466
Ellsworth, ME 04605

SUBJECT: Notice of Conditional Contract Award under RFP #201706119,
STOP Violence Against Women Formula Grant

Dear Ms. Martel:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Public Safety for STOP Violence Against Women Formula Grant. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

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- MECASA Corrections Training Videos

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tracy.j.poulin@maine.gov

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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: FY17 STOP Violence Against Women
 BIDDER: Caring Unlimited Corp.
 DATE: August 14, 2017

Instructions: The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.

DEPARTMENT NAME: Public Safety
 NAME OF RFP COORDINATOR: Tracy J. Poulin
 NAMES OF EVALUATORS: James T. Glessner, Stephanie Anderson, Marty McIntyre, Heather Putnam, Francine Stark, Tracy Poulin

James T. Glessner 9/11/17

SUMMARY PAGE

<u>Pass/Fail Criteria</u>	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	35	
Section III: Cost Proposal (Max: 35 Points)	35	
TOTAL POINTS (Max: 100 Points)	95	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Caring Unlimited Corp.
DATE: August 14, 2017

EVALUATION

Total Points Available: Score: 95

Evaluation Team Comments:

Organization Qualifications & Experience	Score: 25
<p>Caring Unlimited is a well-established organization serving as York County's Domestic Violence Victims Resource Center. Last year they assisted more than 2,000 individuals. This is a continuation grant and the proposal will build on their highly successful STOP grant funded program which is indicative of their experience and their qualifications for carrying out this proposal. They have demonstrated their ability to use grant funds effectively, to report well, and to do so consistently.</p>	
Specifications of Work to be Performed	Score: 35
<p>The proposal will provide access to civil legal assistance in York County for low-income and rural victims of abuse. It will do so by providing portions of the salaries of two attorneys and two court advocates. Last year the project provided nearly 5,000 hours of civil legal and court advocacy. The proposal builds on data provided for the current project. The stated goals are seen as reasonable. The report on progress to date is excellent.</p> <p>The proposal is well written, clear and concise.</p> <p>The letters of support are seen as appropriate, representative and they articulate the quality of the service being provided. Not included is a letter indicating support by or collaboration with sexual assault services, and that was identified as an unfortunate omission.</p>	
Cost Proposal	Score: 35
<p>The budget narrative is excellent.</p>	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Safe Voice
DATE: August 14, 2017

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.*

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James T. Glessner, Stephanie Anderson, Marty McIntyre, Heather Putnam, Francine Stark, Tracy Poulin

James T. Glessner 9/11/17

SUMMARY PAGE

<u>Pass/Fail Criteria</u>	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
<u>Maine Business Consideration</u>		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
		<u>Points Awarded:</u>
<u>Numerical Score:</u>		
Section I. Organization Qualifications & Experience	(Max: 25 Points)	25
Section II. Specifications of Work to be Performed	(Max: 40 Points)	25
Section III: Cost Proposal	(Max: 35 Points)	25
TOTAL POINTS		75
		(Max: 100 Points)

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Safe Voice
DATE: August 14, 2017

EVALUATION

Total Points Available: Score: 75

Evaluation Team Comments:

Organization Qualifications & Experience	<u>Score: 25</u>
<p>Safe Voices has many years of experience supporting those affected by domestic violence in Androscoggin, Franklin and Oxford Counties. They have a staff of approximately 30, and work in partnership with law enforcement, criminal justice personnel, the courts, DHHS and others.</p>	
Specifications of Work to be Performed	<u>Score: 25</u>
<p>The proposal is overly long, which obscures the specificity of the work to be done. Unfortunately the required brief project description, which would have been helpful, was omitted. The goals and objectives are clear and measurable, although it was difficult to determine if the intent is to continue an existing position or create a new one. In that regard the plan for sustainability was not clear. The job description is well done. Good letters of support are included. The MOU with SAPARS is well done, but out of date as it was for FY 2016. Overall this is a good proposal, but it would benefit from being more succinct with greater clarity about the position being funded.</p>	
Cost Proposal	<u>Score: 25</u>
<p>The proposal used last year's figures. This was verified by looking at last year's submission/current subgrant.</p>	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Family Violence Project
DATE: August 14, 2017

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DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James T. Glessner, Stephanie Anderson, Marty McIntyre, Heather Putnam, Francine Stark, Tracy Poulin

James T. Glessner 9/11/17

SUMMARY PAGE

<u>Pass/Fail Criteria</u>	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	40	
Section III: Cost Proposal (Max: 35 Points)	35	
TOTAL POINTS (Max: 100 Points)	100	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Family Violence Project
DATE: August 14, 2017

EVALUATION

Total Points Available: Score: 100

Evaluation Team Comments:

Organization Qualifications & Experience	Score: <u> 25 </u>
<p>Family Violence Project is well qualified as indicated by their long-term successful experience as an independent, non-profit organization whose mission is to end domestic violence in Kennebec and Somerset Counties. This proposal builds on previous successful initiatives with an additional partner. They have experienced staff and a large core of volunteers to carry out their activities.</p> <p>They have well documented progress to date showing they have sought survivor input and have been responsive to that input, including adaptations to the content and presentation of materials and safety planning strategies.</p>	
Specifications of Work to be Performed	Score: <u> 40 </u>
<p>The proposal intends to strengthen and expand the reach of their already impressive domestic violence advocacy program by increasing staff capacity.</p> <p>The proposal describes how they will be responsive to needs expressed by community partners, and they do so relying on the data. Previous data serves as the baseline for the new measures being presented. The proposal describes both the underserved populations and the mechanism for connecting with those people through collaboration with homeless shelter providers. Their approach to collaboration and outreach were described as awesome.</p> <p>They have included their implementation timeline, and addressed sustainability.</p> <p>Of particular note are the MOU and letters of support from key community partners, including the sexual assault center.</p>	
Cost Proposal	Score: <u> 35 </u>
<p>The budget is clearly stated and consistent with the proposal. It will pay the salary and benefits for one community-based advocate.</p>	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Partners for Peace – formally Spruce Run-Womancare Alliance
DATE: August 14, 2017

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.*

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James T. Glessner, Stephanie Anderson, Marty McIntyre, Heather Putnam, Francine Stark, Tracy Poulin

James T. Glessner 9/11/17

SUMMARY PAGE

<u>Pass/Fail Criteria</u>	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
<u>Maine Business Consideration</u>		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
<u>Numerical Score:</u>		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	20	
Section III: Cost Proposal (Max: 35 Points)	15	
TOTAL POINTS (Max: 100 Points)	65	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Partners for Peace – formally Spruce Run-Womancare Alliance
DATE: August 14, 2017

EVALUATION

Total Points Available: Score: 65

Evaluation Team Comments:

Organization Qualifications & Experience	Score: 25
Partners for Peace has significant experience having been created through the merger of Spruce Run and Womancare. They serve as the domestic violence resource center for Penobscot and Piscataquis Counties.	
Specifications of Work to be Performed	Score: 20
What is unclear is whether this is a new position that would be in addition to existing staffing. Or is the request for funding an existing position? Is there an issue of supplantation? Without being able to answer this fundamental question it is not possible to support this proposal. Certain required documentation has not been provided. There is no 501c3 paperwork No board member list is provided.	
Cost Proposal	Score: 15
The position/person for whom funding is sought is already employed, thus raising questions about possible supplanting. A current contract with DHHS is paying for the position and there is nothing in the text indicating assurance that the contract is not being renewed. The 501c3 document was not submitted.	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Family Crisis Services
DATE: August 14, 2017

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.*

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James T. Glessner, Stephanie Anderson, Marty McIntyre, Heather Putnam, Francine Stark, Tracy Poulin

James T. Glessner 9/14/17

SUMMARY PAGE

<u>Pass/Fail Criteria</u>	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
<u>Maine Business Consideration</u>		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
		<u>Points Awarded:</u>
<u>Numerical Score:</u>		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	35	
Section III: Cost Proposal (Max: 35 Points)	35	
TOTAL POINTS (Max: 100 Points)	95	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Family Crisis Services
DATE: August 14, 2017

EVALUATION

Total Points Available: Score: 95

Evaluation Team Comments:

Organization Qualifications & Experience	<u>Score: 25</u>
<p>The organization is well qualified with a great deal of experience as the domestic violence resource center serving victims and survivors in Cumberland County. In FFY 2016 they provided services and support to nearly 3,000 people. Experience for this project comes from their work over many years for victim advocacy, and more recently the work being done currently at the Southern Maine Women's Re-entry Center in Windham.</p> <p>It was noted that the program responded quickly to the establishment of the re-entry center and they have received national recognition.</p>	
Specifications of Work to be Performed	<u>Score: 35</u>
<p>The proposal provides a detailed listing of objectives and the explanation of outcomes and other required indicators. There good baselines and data collection information. The project indicates that care is given both in the facility and in the community. The goal is to enhance the safety of women who have both experienced victimization, and have been incarcerated for criminal activity.</p> <p>The project intends to broaden partnerships in the community. Unfortunately there is no mention of collaboration with sexual assault response services.</p> <p>Overall this is a well-written proposal building on the experience gain to-date with the program.</p>	
Cost Proposal	<u>Score: 35</u>
<p>The budget proposal addresses the cost of salary and benefits for one advocate position, and supplies as explained in the proposal.</p>	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: MECASA – Human Trafficking Training
DATE: August 14, 2017

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.*

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James T. Glessner, Stephanie Anderson, Marty McIntyre, Heather Putnam, Francine Stark, Tracy Poulin

Jamie Oleson 9/11/17

SUMMARY PAGE

<u>Pass/Fail Criteria</u>	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
Maine Business Consideration		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	40	
Section III: Cost Proposal (Max: 35 Points)	30	
TOTAL POINTS (Max: 100 Points)		
	95	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: MECASA – Human Trafficking Training
DATE: August 14, 2017

EVALUATION

Total Points Available: Score: 95

Evaluation Team Comments:

Organization Qualifications & Experience	Score: 25
<p>MECASA is highly qualified to represent and serve Maine's sexual assault service providers, and this is clearly addressed in the proposal. MECASA has represented and served Maine's sexual assault service providers for over 30 years.</p> <p>This proposal is intended to support human trafficking training, which will be carried out by local anti-trafficking multidisciplinary teams.</p>	
Specifications of Work to be Performed	Score: 40
<p>This proposal will support two anti-trafficking initiatives. These are existing initiatives, and the goal is to expand and to fill current gaps. The objectives and performance indicators are clear and straightforward. Some baselines are provided, and others are new. The work plan and timeline are realistic.</p> <p>This proposal will have statewide benefit.</p>	
Cost Proposal	Score: 30
<p>The budget narrative is clear with funding for training and facilitation. Providing Visa gift cards as incentives was deemed to be inappropriate and was not funded. These gift card incentives are not a program requirement.</p>	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Next Step Domestic Violence Project
DATE: August 14, 2017

Instructions: *The purpose of this form is to record all evaluation notes and scoring that is obtained through consensus discussions among the full evaluation team for this Request for Proposals (RFP) process. The RFP Coordinator or Lead Evaluator should complete this form and maintain the only copy. This form should reflect the full team's consensus evaluations, and this form is **not** meant to take the place of individual evaluation notes, which are still required from each member of the evaluation team. A separate form is available for individual evaluation notes. Please submit a copy of this document to the Division of Purchases as part of your contract award selection documents.*

DEPARTMENT NAME: Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James T. Glessner, Stephanie Anderson, Marty McIntyre, Heather Putnam, Francine Stark, Tracy Poulin

James Glessner 9/11/17

SUMMARY PAGE

<u>Pass/Fail Criteria</u>	<u>Pass:</u>	<u>Fail:</u>
◆		
◆		
◆		
<u>Maine Business Consideration</u>		
	Yes	No
Did Bidder identify itself as a Maine Business:	X	
	<u>Points Awarded:</u>	
<u>Numerical Score:</u>		
Section I. Organization Qualifications & Experience (Max: 25 Points)	25	
Section II. Specifications of Work to be Performed (Max: 40 Points)	20	
Section III: Cost Proposal (Max: 35 Points)	25	
TOTAL POINTS (Max: 100 Points)	70	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201706119
RFP TITLE: FY17 STOP Violence Against Women
BIDDER: Next Step Domestic Violence Project
DATE: August 14, 2017

EVALUATION

Total Points Available: Score: 70

Evaluation Team Comments:

Organization Qualifications & Experience	<u>Score: 25</u>
<p>Next Step is a long-standing community based organization providing services to victims and survivors of domestic violence and sexual abuse in Hancock and Washington Counties. Their years of work in the community, and in particular their collaboration with law enforcement, along with staff training, qualify them for the work anticipated by this proposal.</p>	
Specifications of Work to be Performed	<u>Score: 20</u>
<p>The proposal has two objectives. Adding a legal support advocate to accompany victims to court, which will allow the legal team to focus on their law related responsibilities. In addition they will support the Hancock County Sheriff's Office in funding a high risk offender task force to serve warrants utilizing information provided by victims in conjunction with Next Step.</p> <p>A question raised by the proposal is how victims of sexual assault benefit from the proposal. What portion of those served by the proposal would be victims of sexual assault? There is no referral to or collaboration indicated with sexual assault service providers.</p> <p>There are also questions about the membership in the task forces. Is this limited to officers in the Hancock County Sheriff's Office? The MOU says they will recruit and deputize, which suggests that they might not be. There are no letters of support from local law enforcement.</p>	
Cost Proposal	<u>Score: 25</u>
<p>The budget requests money for stipends. The proposal indicates that funds will be used for overtime pay. Will there be both stipends and overtime? Money is requested for mileage, but it is not clear who will receive that mileage funding.</p> <p>The proposal is silent with regard to supplanting.</p>	

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: *Caring Unlimited*

DATE: *8/8/17*

EVALUATOR NAME: Marty McIntyre

EVALUATOR DEPARTMENT: *SAPRS*

Instructions: The purpose of this form is to record proposal review notes written by **individual** evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

<i>33 victims of sexual violence - were referrals made to SARSSM?</i>
<i>'prior year STOP grants' - pg. 11 - have they not expended all their funds?</i>
<i>Well written, clear + concise</i>
<i>Excellent report on progress to date!</i>
<i>I don't believe this qualifies as "meaningfully addressing to 5% of served = sexual assault"</i>
<i>Excellent budget narrative</i>
<i>No letter of support from SARSSM - shows lack of collaboration or support</i>
<i>Marty McIntyre</i>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: Caring Unlimited
 DATE: 8.13.17
 EVALUATOR NAME: Tracy Poulin
 EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments: Continuation) Legal Assistance

pg 1 Old RFP#	Purp 5	Priority 2
provided data from current project pg 2, pg 13		
pg 3 license provided		
* plan to serve 600 people pg 4, pg 10		
goals & objectives reasonable pg 10		
* data collection pg 11		"yes" to Maine business
* sustainability pg 11		
* pg 14 timeline provided & workable		
could not find not supporting statement documented overall budget pg 17 pg 17 supplement "		
* Maine business claimed		
* 501 c3 included pg 19		
* board member list included pg 20		
* good representative letters of support		
* pg 16 sound budget, rounded		
All personal services & fringe		
\$54,664 NMR none given	25	
SA pg 15 says "yes"	40 35	95
Not culturally specific	35	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: *Safe Voices*
 DATE: *8.13.17*
 EVALUATOR NAME: Tracy Poulin
 EVALUATOR DEPARTMENT: Maine Department of Public Safety

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Individual Evaluator Comments:

Continuation

No to please the cover page is not from this year's RFP
 ** Does not respond regarding Maine business
 Priority 1, 2 Purpose 5, 11
 pg 4 data of previous project pg 14-16 too
 well qualified - cooperative effort
 pg 13 Sustainability
 pg 17 implementation plan
 good position description
 would need updated MOU pg 44
 Board member list included
 good letters of support included
 pg 31 supplement Charitable license included
 pg 31 gives existing project stats ** No 501c3
 Stats Coord \$2250 (not 2341) FICA \$172 (not 179)
 pg 26 Director Match \$3,306 (not 3536) FICA \$253 (not 292)
 \$38,295 match \$18,863

** Did not respond to SA or culturally specific 25
 No category selected 25

(75)

25

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Family Violence Project

DATE: 8/8/17

EVALUATOR NAME: Marty McIntyre

EVALUATOR DEPARTMENT: SAPRZ

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Individual Evaluator Comments:

Awesome collaboration & outreach!

p.7- Objective 3 - "informational sessions" appropriate under STOP funding? training under this source should be about recognizing & promoting effective response?

p.20- Health reimbursement account which pays up to \$2100 in deductibles but cost is listed as \$3400 on p.14

No real financial sustainability plan

Good letters of support & MOU

Marty McIntyre

HSA?

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: Family Violence Project
 DATE: 8.13.17
 EVALUATOR NAME: Tracy Poulin
 EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments: Continuation but new to include hospital

Purpose 5E11 Priority 2
No licenses required
"Yes" to Maine business
pg 11 implementation timeline included
pg 7 previous data is baseline in new measures pg 9
well qualified
* pg 13 has \$53,443 not \$54,195 in text & also pg 1
pg 20 sustainability & pg 9
* pg 21 supplement not supplant
pg 22 good letters of support
pg 25 signed MOU - XX will need new if awarded
pg 32 board member list
pg 34 position description

* 501c3 included pg 35
 \$54,195 NMR salary fringe & travel budget round
 No to SA rounding
 No to culturally specific
 No category selected
 25
 40
 35
 100

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Partners for Peace (Spruce Run)

DATE:

EVALUATOR NAME: Stephanie Anderson

EVALUATOR DEPARTMENT: DA

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is **required** that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Penob & Pis	43,957
Legal assist	29,120 & 14,831 fring
purpose of funds based on p 8	
new position?	
supplanting?	
no supplanting	

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

Call No
Amanda Cost 8.14.17

RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Partners for Peace
DATE: 8.13.17
EVALUATOR NAME: Tracy Poulin
EVALUATOR DEPARTMENT: Maine Department of Public Safety

** Does not appear to be a new position - is it

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Individual Evaluator Comments:

Continuation

Purpose 5	Priority 2
no licensure required	
"yes" to Maine business	
I am not clear - is this a new "in addition to" position?	
pg 3 pg 5 reinforces this, person exists currently	
why are we paying or is this the same position as in current grant?	
pg 8 Project Objectives - seem to indicate no funding	
so how was this paid for?	
** no 501 c3 paperwork included	
pg 10 Implementation plan	
pg 18 supplement	
* paying salary & fringe of legal assistant	
pg 20 good letters of support	
** no board member list provided	

\$43,951

No to SA

No to culturally specific

25
20
15

60

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Family Crisis Services - Enhancing Safety for Incarcerated Victims

DATE: 2/8/17

EVALUATOR NAME: Marty McIntyre

EVALUATOR DEPARTMENT: SAPRS

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Individual Evaluator Comments:

Women who use force in their relationships ~ DV victims
All incarcerated & a just those affected by DV/SA
Leadership Circle / Peer Parenting program - generally or in context of DV/SA?
Why aren't they working w/ SAPRSM to do the training of correctional staff relevant to sexual assault or facilitating SAPRSM advocates to meet w/ S.A. victims who are incarcerated?
P.13 will meet w/ 5 partners to "explain our programming and develop a collaborative relationship" - SA service providers collaborative relationship should be in place
NO collaboration w/ SAPRSM no letters of support
Marty McIntyre

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: Family Crisis Services
 DATE: 8-13-17
 EVALUATOR NAME: Tracy Poulin
 EVALUATOR DEPARTMENT: Maine Department of Public Safety

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments: Continuation project VS-11-16

*X no 501c3 documentation
 Purpose 2, 11, 14 Priority 1, 2, 4
 well qualified organization
 like that care is in facility & community pg 6
 "Yes" to Maine business
 pg 9 project objectives w/ good baselines & data collection
 pg 14 sustainability weak
 pg 15 continuation grant progress
 *X pg 16 training scheduled yet MCEOV? still pending
 pg 18 good timeline, person id & responsibility
 pg 28 Addressed sustainability
 pg 28 "Supplement" & pg 21
 pg 29 current MOW w/ Windham
 board member list included pg 33

\$43,569 NMR if 501c3
 No to SA
 No to culturally specific
 No category selected

*X Why no collaboration currently with SA

25
 35
 35
 (95)

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: *Maine Coalition Against Sexual Assault*

DATE:

EVALUATOR NAME: Marty McIntyre

EVALUATOR DEPARTMENT: *SAPRS*

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Individual Evaluator Comments:

MLMC model provides strands to participants - ??? educational curriculum?
Human Trafficking in Maine - awareness or recognition reflective response?
"prevent trafficking + exploitation" (p. 6) - Prevention?
MLMC - recognize recruitment, identify vulnerabilities, identify community resources
p. 6 - Prevention?
p. 7 - F. "demonstrated victim service involvement" victims
MECHSA is not a service delivery organization... assuming the services will be through the SA Centers but not clear in this proposal
Survivor mentors @ \$80/hr - gr. facil. by org @ \$30/hr on pg. 15 - budget says 2 facilitators @ \$30 ea per hr.
Visa gift cards for participants?

Marty McIntyre

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Next Step

DATE:

EVALUATOR NAME: Stephanie Anderson

EVALUATOR DEPARTMENT: DA

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Individual Evaluator Comments:

Hancock County	49,103	prop 54K
Legal support & Violence Prevention Initiative	H	Risk Task Force
add a staff person to support 2 F-T atys.	Salary 20K	+ overtime pay WEDS
	4,206 hrs. legal last yr.	
partnership w/ Hancock Sheriff's office.		
- # warrants outstanding		
" & other" - info from Next Step		
SH support >		

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Next Step Domestic Violence Project

DATE: 8/8/17

EVALUATOR NAME: Marty McIntyre

EVALUATOR DEPARTMENT: SAPRS

Instructions: The purpose of this form is to record proposal review notes written by individual evaluators for this Request for Proposals (RFP) process. It is required that each individual evaluator make notes for each proposal that he or she reviews. No numerical scoring should take place on these notes, as that is performed only during team consensus evaluation meetings. A separate form is available for team consensus evaluation notes and scoring. Once complete, please submit a copy of this document to your Department's RFP Coordinator or Lead Evaluator for this RFP.

Individual Evaluator Comments:

Interesting approach
Actual plan for sustainability
? about funding for Project Manager / Direct Service Manager
Supplantation?
How do they <u>meaningfully</u> address sexual assault? They "write up people who are sexually assaulted in the context of DV" no referral to or collaboration w/ S.A. service provider
* "meaningfully address" does not mean mentioning sexual assault.
<u>no letters of support from local law enforcement?</u>

Marty McIntyre

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Next Step
DATE: 8.13.17
EVALUATOR NAME: Tracy Poulin
EVALUATOR DEPARTMENT: Maine Department of Public Safety

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Individual Evaluator Comments: New - no current project

xx no VC# pg 1
Purpose 1, 3, 5, 11 Priority 1, 2
didnt see "not supplanting" section III
"yes" to Maine business
pg 6 warrants maybe for older things
** no collaboration w/ Sexual Assault Agency
is this Hancock SD only or more departments?
pg 9 timeline has many new activities
no licenses required
timeline included - can they hire ^{reasonably} volunteers in month one pg 12
** mileage for task force members - who are they?
** not too sure about \$200 stipends for task force members
* who how long, what happened if need and no \$?
* MOU w/ Hancock SD
* board members included ** is there a DV team already
* 501c3 included
\$49,403 mileage Legal Support Advocate salary
SA says "yes"
No to culturally specific
** Are the Director & Direct Service Manager not fully funded
(70) ** is \$8,800 better in LE?

25
20
25



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, James T. Glessner accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

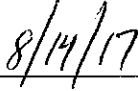
I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.



Signature



Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Stephanie Anderson accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Stephanie Anderson
Signature

8/14/17
Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Marty McIntyre accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

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Marty McIntyre
Signature

8-8-17
Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Heather Putnam accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Heather Putnam
Signature

8/14/17
Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

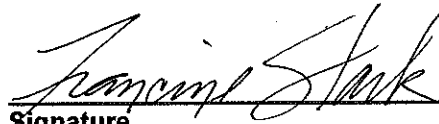
I, Francine Stark accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).


I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.



Signature



Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201706119
RFP TITLE: STOP Violence Against Women Formula Grant

I, Tracy J. Poulin accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder who has submitted a proposal to this RFP.

Neither I, nor any member of my immediate family, have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current or former employment with the bidder; current or former personal contractual relationship with the bidder (example: paid consultant); and/or current or former relationship to a bidder's official which could reasonably be construed to constitute a conflict of interest (personal relationships may be perceived by the public as a potential conflict of interest).

I have not advised, consulted with or assisted any bidder in the preparation of any proposal submitted in response to this RFP nor have I submitted a letter of support or similar endorsement.

I understand that the evaluation process is to be conducted in an impartial manner. In this regard, I hereby certify that, to the best of my knowledge, there are no circumstances that would reasonably support a good faith charge of bias. I further understand that in the event a good faith charge of bias is made, it will rest with me to decide whether I should be disqualified from participation in the evaluation process.

I agree to hold confidential all information related to the contents of Requests for Proposals presented during the review process until such time as the Department formally releases the funding decision notices for public distribution.

Tracy J. Poulin
Signature

August 14, 2017
Date