

State of Maine
RFP / Proposal Master Score Sheet

Instructions: Complete the Master Score Sheet below providing all of the requested information for each bidder that submitted a proposal in response to the RFP. This document is to be included in the Selection Package submitted to the Division of Procurement Services for review/approval.

SCORESHEET FOR RFP# 201805096: STOP Violence Against Women – Court Proposal									
PROPOSAL SUBMITTED BY:		Administrative Office of the Courts							
COST:		Cost:	\$28,477	Cost:		Cost:		Cost:	
EVALUATION ITEM	POINTS AVAIL.								
Section I: Organization Qualifications and Experience	25	25							
Section II: Specification of Work to be Performed	45	45							
Section III: Cost Proposal	30	30							
Section IV: Maine Business and Economic Impact Consideration	NA								
TOTAL	<u>100</u>	<u>100</u>							
PROPOSAL SUBMITTED BY:									
COST:		Cost:		Cost:		Cost:		Cost:	
EVALUATION ITEM	POINTS AVAIL.								
Section I: Organization Qualifications and Experience	25								
Section II: Specification of Work to be Performed	45								
Section III: Cost Proposal	30								
Section IV: Maine Business and Economic Impact Consideration	NA								
TOTAL	<u>100</u>								



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

August 27, 2018

James T. Glessner
Maine Judicial Branch
PO Box 4820
Portland, ME 112

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
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:

- Lewiston Police Department
- Penobscot Nation Department of Social Services
- Cumberland County Sheriff's Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

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 DPS will produce contracts by October 1, 2018.

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 #: 201805096
RFP TITLE: STOP Violence Against Women formula Grant
BIDDER: Administrative Office of the Courts
DATE: July 17, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: John Rogers, Chief Jack Peck, Destie Hohman Sprague, Tracy Poulin, Robert Chicoria

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications and Experience	(Max: 25 Points)	25
Section II. Specification of Work to be Performed	(Max: 45 Points)	45
Section III: Cost Proposal	(Max: 30 Points)	30
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS	(Max: 100 Points)	100

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women formula Grant
BIDDER: Administrative Office of the Courts
DATE: July 17, 2018

**EVALUATION OF SECTION I
Organization Qualifications and Experience**

Total Points Available: 25 Score: 25

Evaluation Team Comments:

Good Proposal
Very Experienced
Good Qualifications

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women formula Grant
BIDDER: Administrative Office of the Courts
DATE: July 17, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 30

Evaluation Team Comments:

Printing costs should go under the OTHER category unless the printing is done by the consultants
Prices seem reasonable

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Administrative Office of the Courts

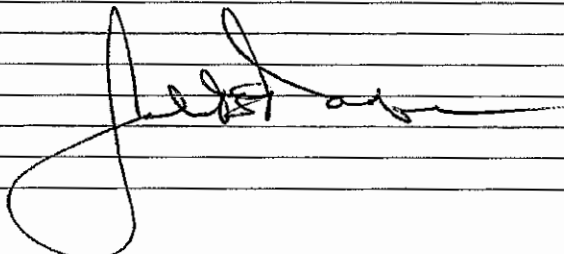
DATE: 07/17/18

EVALUATOR NAME: John Rogers

EVALUATOR DEPARTMENT: M CJA

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:

- ① Purpose of Grant is to provide 10000 English copies of PFA/PFH guides to (include all M CJA (BLETP + LOPS) + to law firms of DOJ
 - ② Provide Translated guide to 11 languages for the Courts 300 each for 7 languages + 200 each of 2 languages
- Met Federal # 3+7 Act State Priority Area 1
- Agency fee \$28447 Match \$22004 Total \$50481
- Well written - grant for national level is truly needed
- The Courts have demonstrated many successful grant projects upon time.
- There is a / and please grant - Very applicable to the SAC's goals
- 

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Administrative Office of the Courts

DATE: 7.16.18

EVALUATOR NAME: Tracy Poulin

EVALUATOR DEPARTMENT: Dept. 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:

*camp yes to SA - not sure of connection

* 1.1.17 to 12.31.17 - maybe meant 2019
Purpose 3,7 Priority 1
very recap of prior projects & progress on pg 9
* pg 2 Priority 3 - SB 11 languages
* pg 7 goal 2, outcome - SB 11, baseline missing Tagalog
like that this is a one-time project - address
sustainability pg 8
good timeline pg 9
pg 11 supplement statement

letters of collaboration included
letter of support included
* budget is sound but printing would move to
other unless consultant is printing

\$28,477 fed 22,004 match is good
not culturally specific



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

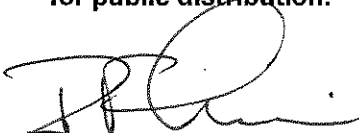
I, Bob Chicoria accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder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

7/11/2018

Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

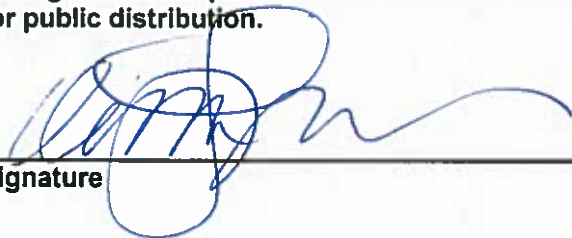
I, Destie Hohman Sprague accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with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

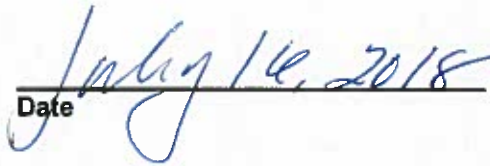
Neither I nor any member of my immediate family have a personal or financial interest, direct or indirect, in the bidders whose proposals I will be reviewing. "Interest" may include, but is not limited to: current or former ownership in the bidder's company; current or former Board membership; current 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).

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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 #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

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).

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Signature Jack Peck, Jr.

Date July 17, 2018



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Tracy 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.

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Tracy S. Poulin
Signature

July 16, 2018
Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program


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).

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Signature

07/17/2018

Date

State of Maine
RFP / Proposal Master Score Sheet

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SCORESHEET FOR RFP# 201805096: STOP Violence Against Women – Prosecution Proposal									
PROPOSAL SUBMITTED BY:		Prosecutorial District IV							
COST:		Cost:	\$109,120	Cost:		Cost:		Cost:	
EVALUATION ITEM	POINTS AVAIL.								
Section I: Organization Qualifications and Experience	25	20							
Section II: Specification of Work to be Performed	45	33							
Section III: Cost Proposal	30	20							
Section IV: Maine Business and Economic Impact Consideration	NA								
TOTAL	<u>100</u>	<u>73</u>							
PROPOSAL SUBMITTED BY:									
COST:		Cost:		Cost:		Cost:		Cost:	
EVALUATION ITEM	POINTS AVAIL.								
Section I: Organization Qualifications and Experience	25								
Section II: Specification of Work to be Performed	45								
Section III: Cost Proposal	30								
Section IV: Maine Business and Economic Impact Consideration	NA								
TOTAL	<u>100</u>								



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

August 27, 2018

Maeghan Maloney, DA
Prosecutorial District IV
95 State Street
Augusta, ME 04330

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
STOP Violence Against Women Formula Grant

Dear District Attorney 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:

- Lewiston Police Department
- Penobscot Nation Department of Social Services
- Cumberland County Sheriff's Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

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 DPS will produce contracts by October 1, 2018.

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 #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant - Prosecution
BIDDER: Prosecutorial District IV
DATE: July 17, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Marty McIntyre, Elise Johansen, Chief Jack Peck, Sheriff Jeffrey Trafton, Tracy Poulin, Robert Chicoria

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications and Experience	(Max: 25 Points)	20
Section II. Specification of Work to be Performed	(Max: 45 Points)	33
Section III: Cost Proposal	(Max: 30 Points)	20
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS	(Max: 100 Points)	73

CONSENSUS: REJECT – CONTENT NEEDS MODIFICATIONS – REJECTED PENDING CLARIFICATIONS OR RE-APPLICATION IN THE NEXT RFP ROUND

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant - Prosecution
BIDDER: Prosecutorial District IV
DATE: July 17, 2018

**EVALUATION OF SECTION I
Organization Qualifications and Experience**

Total Points Available: 25 Score: 20

Evaluation Team Comments:

District IV well qualified and experienced. Positions have been funded by STOP grants for the last 4 years
SADV Prosecutor qualified and experienced although resume appears to be a duplicate of last year's proposal resume without updates
SADV Investigator is not currently a sworn officer which may hamper his/her activities. The investigator was to attend the Criminal Justice Academy last year but for several reasons did not attend and graduate. There have been discussions with the Project Manager (Attorney Meaghan Maloney).

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant - Prosecution
BIDDER: Prosecutorial District IV
DATE: July 17, 2018

**EVALUATION OF SECTION II
Proposed Services**

Total Points Available: 45 **Score:** 33

Evaluation Team Comments:

Demonstrated need
How can the Investigator perform without being a sworn officer and without first-hand knowledge and experience?
Should have had general job descriptions and not individual resumes
Team agrees with the position but has reservations about the individual named as the SADV Investigator
Proposal needs more detail concerning progress under former grants Current prosecutor progress reports are very good
Very repetitive proposal
Sustainability discussion is weak Are they eventually seeking to be 100% state funded in the normal budget process?
The Objectives are OK but lack specificity
Performance Indictors vague without measurable increase or decrease
Timeline is not specific

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant - Prosecution
BIDDER: Prosecutorial District IV
DATE: July 17, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 20

Evaluation Team Comments:

Appear to be asking for 100% of Prosecutor fringes
Not asking for funding from Justice Assistance Council??
Limited backup on the budget
Accomplishments have an explicit statement that travel to Minnesota for a conference was STOP funded by current grant but the current grant cash requests did not fund the travel
STOP grant should not be funding the SADV Investigator is at the Academy
There is a statement that they will be asking for SADV Prosecutor funding to be in the next state budget cycle

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Prosecutorial District IV

DATE: 7/16/18

EVALUATOR NAME: 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:

\$ 109,120

1/2 FTE
 PROSEC. + INVEST.
 HR - SA + DV

DOES
 ELECT.
 MON IT.

RENEWAL
KENNEBEC + SOMERSET
+ GOOD COLL. w/ PARTNERS - THENSWORK / DV COURT
+ PRIORITY AREAS
? - CRIM. JUSTICE ACADEMY IN AUGUST - HOW WILL HE
WORK + BE AT THE ACADEMY? DIDN'T THIS OCCUR
IN LAST GRANT PERIOD?
WHERE IS \$ 109,120 CALCULATED?
↓ WHAT ABOUT WHEN THE INVEST. GOES TO
THE ACADEMY?
+ SUSTAINABILITY

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Prosecutorial District IV

DATE: 7/16/18

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:

109,120

no DVNS # expiration date
no proposed cost match on proposal cover page
LENGTHY discussion of priority areas - TOO LONG
p4 - team went to Minnesota on STOP?
No job descriptions
p.21 - no sexual assault prosecutions outside of DV?
Timeline just lists activities + says they'll do it in the year
Vague performance indicators - no real measurable objectives
Moving toward sustainability for SADV Prosecutor - no discussion of Investigator
Need more robust discussion of progress to date
Budget worksheet 1 - nothing in JAC column
Used only % of Prosecutor salary
full time benefits used for match
Good match, but question
<u>NOT</u> a sexual assault program
No consultation agreement w/ local sexual assault service provider
No letter of support from

Marty McIntyre

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Administrative Office of the Courts — *Prosecutorial District N*

DATE: *July 17, 2018*

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:

<i>Maeghan Maloney - Peter Dunn</i>		<i>\$109,120</i>
<i>1/2 SADV Prosecutor</i>	<i>Somerset/Kennebec</i>	<i>25 of 35 match</i>
<i>SADV Investigator</i>		<i>pg 36 pg 35</i>
<i>renewal</i>	<i>Federal purpose</i>	<i>123457911141516 state 1,2,3456</i>
<i>13% of population</i>	<i>17% of DV assaults</i>	<i>progress - sustainability objectives</i>
<i>Atty - David Spencer</i>	<i>Det. Sarash Sher</i>	<i>MCIA BLETP 8/18 ?? How did we come up w/ 109,120</i>
<i>16-17 highest percentage of DV offenders in BIP</i>		
<i>Prosecutor - 1/2 vet court</i>	<i>fringe thru State of Me</i>	<i>fringe ??</i>
<i>DV court conference in MN - JUNE 2018</i>	<i>IRCM training in Augusta</i>	
<i>100% of time for prosecutor??</i>	<i>fringe = 50%</i>	<i>Academy</i>
<i>why pay 100%</i>		
<i>MATCH?</i>	<i>pg 42 of 60</i>	<i>- Boulder plate - letters of support</i>
<i>How long?</i>	<i>full time?</i>	<i>four years</i>
<i>\$128,030</i>	<i>prosecution</i>	

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Prosecutorial District IV

DATE: July 16, 2018

EVALUATOR NAME: Tracy Poulin

EVALUATOR DEPARTMENT: Dept. 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:

10-1-18 to 9-30-19
* NO SAM info
Purpose 1-5, 7, 9, 11, 16 Priority 1-6
* is DV investigator fully certified h/c person? August 2018 how long can they work. not MJA cert.
* pg 6 arabic / Somali
org chart, resumes (old for them)
pg 24-25 objectives okay - nothing references past work specifically
pg 42 Supplement Statement
* pg 41 "matching funds of \$21,373" what is this for
* pg 36 budget nothing under JAC - total not = to pg 35 would need to complete JAC column
letter of collaboration couple of good support one - no SA for LE should just have multiple signature letters
pg 28 sustainability weakly discussed - asking full of support time, prosecutorial plenary
pg 29-30 progress refer to courts & RCM - what about Kennebec / Som. Dft actions
\$109,120 federal \$61,453 match good
pg 31-33 timeline could use some specific details
* position is sworn - what is the intent of the description
* we shouldn't pay while @ MJA



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

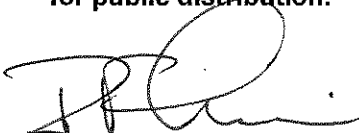
I, Bob Chicoria accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder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

7/11/2018

Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

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.

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

7/16/2018

Signature

Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

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

Handwritten signature of Marty McIntyre in blue ink.

Date

7-16-18



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

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.

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Signature Jack Peck, Jr

Date July 17, 2018



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Tracy 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 S. Poulin
Signature

July 16, 2018
Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Sheriff Jeffrey Trafton 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

A handwritten signature in black ink, appearing to read "Jeffrey Trafton", written over a horizontal line.

Date

A handwritten date "7/17/18" in black ink, written over a horizontal line.

State of Maine
RFP / Proposal Master Score Sheet

Instructions: Complete the Master Score Sheet below providing all of the requested information for each bidder that submitted a proposal in response to the RFP. This document is to be included in the Selection Package submitted to the Division of Procurement Services for review/approval.

SCORESHEET FOR RFP# 201805096: STOP Violence Against Women – Law Enforcement Proposals							
PROPOSAL SUBMITTED BY:		Lewiston Police Department		Penobscot Nation Department of Social Services		Cumberland County Sheriff's Office	
COST:		Cost:	\$40,355	Cost:	\$46,107	Cost:	\$59,402
EVALUATION ITEM	POINTS AVAIL.						
Section I: Organization Qualifications and Experience	25	25		20		25	
Section II: Specification of Work to be Performed	45	45		35		45	
Section III: Cost Proposal	30	30		23		30	
Section IV: Maine Business and Economic Impact Consideration	NA						
TOTAL	<u>100</u>	<u>100</u>		<u>88</u>		<u>100</u>	
PROPOSAL SUBMITTED BY:							
COST:		Cost:		Cost:		Cost:	
EVALUATION ITEM	POINTS AVAIL.						
Section I: Organization Qualifications and Experience	25						
Section II: Specification of Work to be Performed	45						
Section III: Cost Proposal	30						
Section IV: Maine Business and Economic Impact Consideration	NA						
TOTAL	<u>100</u>						



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

August 27, 2018

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

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
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:

- Lewiston Police Department
- Penobscot Nation Department of Social Services
- Cumberland County Sheriff's Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

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 DPS will produce contracts by October 1, 2018.

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**

August 27, 2018

Chief Brian O'Malley
Lewiston Police Department
171 Park Street
Lewiston, ME 04240

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
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:

- Lewiston Police Department
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- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

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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.

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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**

August 27, 2018

Chief Kirk E. Francis
Penobscot nation
12 Wabanaki Way
Indian Island, ME 04468

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
STOP Violence Against Women Formula Grant

Dear Chief Francis:

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:

- Lewiston Police Department
- Penobscot Nation Department of Social Services
- Cumberland County Sheriff's Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

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 DPS will produce contracts by October 1, 2018.

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 #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant

Revised 8/8/2018

BIDDER: Cumberland County Sheriff's Office

DATE: August 6, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety

NAME OF RFP COORDINATOR: Tracy J. Poulin

NAMES OF EVALUATORS: Chief Robert Moulton, Ryan Thornell, Francine Stark, Donna Strickler, Tracy Poulin, Robert Chicoria

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ None		
◆		
◆		
	<u>Points Awarded:</u>	
<u>Numerical Score:</u>		
Section I. Organization Qualifications and Experience	(Max: 25 Points)	25
Section II. Specification of Work to be Performed	(Max: 45 Points)	45
Section III: Cost Proposal	(Max: 30 Points)	30
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS	(Max: 100 Points)	100

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Cumberland County Sheriff's Office
DATE: August 6, 2018

Revised 8/8/2018

**EVALUATION OF SECTION I
Organization Qualifications and Experience**

Total Points Available: 25 Score: 25

Evaluation Team Comments:

Great program
Very Well Done

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant

Revised 8/8/2018

BIDDER: Cumberland County Sheriff's Office

DATE: August 6, 2018

**EVALUATION OF SECTION II
Proposed Services**

Total Points Available: 45

Score: 45

Evaluation Team Comments:

Continuation program
Very good performance metrics
Good collaboration
Good timeline
Added additional Departments to program
Added Crystal Judson program for sworn officers involved in domestic violence <i>was performed under the current grant but will not be continued under the 2018 grant</i>

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant

Revised 8/8/2018

BIDDER: Cumberland County Sheriff's Office

DATE: August 6, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30

Score: 30

Evaluation Team Comments:

Continuation program
Approximately \$1400 increase from last year

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Lewiston Police Department
DATE: August 6, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Chief Robert Moulton, Ryan Thornell, Francine Stark, Donna Strickler, Tracy Poulin, Robert Chicoria

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ None		
◆		
◆		
	<u>Points Awarded:</u>	
<u>Numerical Score:</u>		
Section I. Organization Qualifications and Experience	(Max: 25 Points)	25
Section II. Specification of Work to be Performed	(Max: 45 Points)	45
Section III: Cost Proposal	(Max: 30 Points)	30
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS	(Max: 100 Points)	100

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Lewiston Police Department
DATE: August 6, 2018

**EVALUATION OF SECTION I
Organization Qualifications and Experience**

Total Points Available: 25 **Score:** 25

Evaluation Team Comments:

Benchmark program
Very experienced

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
 RFP TITLE: STOP Violence Against Women Formula Grant
 BIDDER: Lewiston Police Department
 DATE: August 6, 2018

**EVALUATION OF SECTION II
Proposed Services**

Total Points Available: 45 **Score: 45**

Evaluation Team Comments:

Benchmark program
Continuation project
Sexual Assault set-aside not likely. No letter of support from a sexual assault agency

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Lewiston Police Department
DATE: August 6, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 30

Evaluation Team Comments:

Minor increase in funding request from last year
Only paying for overtime
Could be self funded

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Penobscot Nation Department of Social Services
DATE: August 6, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: Chief Robert Moulton, Ryan Thornell, Francine Stark, Donna Strickler, Tracy Poulin, Robert Chicoria

SUMMARY PAGE

<u>Pass/Fail Criteria</u>		
	<u>Pass:</u>	<u>Fail:</u>
◆ None		
◆		
◆		
	<u>Points Awarded:</u>	
<u>Numerical Score:</u>		
Section I. Organization Qualifications and Experience	(Max: 25 Points)	20
Section II. Specification of Work to be Performed	(Max: 45 Points)	35
Section III: Cost Proposal	(Max: 30 Points)	23
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS	(Max: 100 Points)	88

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Penobscot Nation Department of Social Services
DATE: August 6, 2018

**EVALUATION OF SECTION I
Organization Qualifications and Experience**

Total Points Available: 25 Score: 20

Evaluation Team Comments:

First time applicant
Good start
Qualifications will be developed over time
Penobscot Nation has good qualifications overall

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Penobscot Nation Department of Social Services
DATE: August 6, 2018

**EVALUATION OF SECTION II
Proposed Services**

Total Points Available: 45 Score: 35

Evaluation Team Comments:

Similar to other Domestic Violence programs under the STOP grant program
Evidence based
Effort needs a bit of work. A performance measurement plan is absent but the program still warrants support
Good overall
First time any of the tribes have applied for a Law Enforcement grant under the STOP Program
Need some baseline numbers
Some confusion on the organization that will be partnered with. Both the Maine Coalition to End Domestic Violence and the Maine Coalition Against Sexual Assault are mentioned in the Proposed Services section The Penobscot Nation Department of Social Services is in fact involved with both agencies
It is not clear how the DV/SA coordinator will split their time between DV and SA
Underserved population, program should be funded as it is a valuable expansion of services
Not clear if position is a new hire or will be filled from existing personnel

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Penobscot Nation Department of Social Services
DATE: August 6, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 23

Evaluation Team Comments:

No Match required
Good overall for a first attempt
Budget Narrative is clearer than the actual budget forms

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Lewiston Police Dept

DATE: 7/3/18

EVALUATOR NAME: Chief Robbie Moulton

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:

DU Judicial Review Program
Pro active Response Team
Address needs of older and disabled victims of DV and SA
40,355 to continue PRT (over time)
Presentations at High School and other community - College - etc.
Good program
Appropriate Budget
Sustainability discussion
Good Progress notes
Measureable Goals

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Penobscot Nation

DATE: 7/31/18

EVALUATOR NAME: Chief Robbie Moulton

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:

Question 3 indicating public does not have access to information about compensation?

Expand Penobscot Nation Police Department ability to respond to domestic violence sexual assault & intimate partner violence by protecting all victims

20 hours per week DV+SA investigations
60 victim funds

Understand Reputation -
Don't fully understand Budget

No notes required?

Grant Program - Resource Budget

Indirect 10,149 - Admin Overhead

Cap Exp 1,200
Microsoft 150
Lease 2,518 ✓
S+B 32,390 ✓

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Cumberland County

DATE: August 1, 2018

EVALUATOR NAME: Tracy Poulin

EVALUATOR DEPARTMENT: 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 SA

10-1-18 to 9-30-19	Continuation project
Purpose 1,5,7,11,14	Priority 1,2,4
ppg 6-7 data provided	pg 8 Crystal Jackson
Good mou 35-42 ppg	
*pg 25 - how will match be documented?	
pg 23 supplement statement	
workplan okay	
pg 16 ^{1,2,3} sustainability - not really addressed	
Good data provided on progress ppg 11-15	
pg 17-18	
Audit info good but way too much	
Good info on position and person	
\$59,402 federal	\$44,574 match

not culturally specific
 last yr \$58,046

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: Lewiston Police Dept
 DATE: 7-31-18
 EVALUATOR NAME: Tracy Poulin
 EVALUATOR DEPARTMENT: *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:

Say yes to SA - not likely to be included

<i>10-1-18 to 9-30-19</i>	<i>Continuation project</i>
<i>Purpose 6.9</i>	<i>Priority 1, 2, 6</i>
<i>Paying OT for dedicated PRT work</i>	
<i>7,000 Somalis in Lewiston total pop. 36,140</i>	
<i>1,451 domestic calls CY17 w/ 75% arrested</i>	
<i>Some statistics are getting old</i>	
<i>Good goals and measurable objectives</i>	
<i>pg 9 that 4 like this one - great to help increase PFA understanding</i>	
<i>pg 10 sustainability sort of addressed</i>	
<i>pg 11 would like to see specific #'s that 2-4</i>	
<i>timeline okay</i>	
<i>pg 15 supplement (silent on supplant)</i>	
<i>budget is sound</i>	
<i>Letters of support & collaboration</i>	
<i>\$40,355 federal</i>	<i>\$39,977 match</i>

not culturally specific
 * *\$39,564 last year*

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Penobscot Nation

DATE: August 1, 2018

EVALUATOR NAME: Tracy Poulin

EVALUATOR DEPARTMENT: 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:

Say yes to SA

* 9.30.18 to 9.30.19 start 10.1.18 new project
* VC# not correct
Tribal DV SA Investigator 20 hrs per week
Purpose 2 Priority 3
pg 2 good supporting data
* will the position be filled w/a fully ME certified LE person? * yes pg 33
project objectives okay pg 54 collaboration included
pg 9-10 sustainability addressed
pg 15 actual travel expenses should not exceed state rates w/out prior approval
* pg 19 should be removed - duplicates indirect on pg 18
laptop seems very expensive
* would need update indirect letter
great info position/duties/qualifications
H6 107 - incorrect on pg 32
\$45,832 federal no match - not required
culturally specific yes



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Bob Chicoria 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.

A handwritten signature in black ink, appearing to read "Bob Chicoria", written over a horizontal line.

Signature

7/11/2018

Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Chief Robbie 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).

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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 #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Tracy 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.

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Tracy S. Poulin
Signature

July 16, 2018
Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

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 #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

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.

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.

8-1-18

Signature

Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

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).

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.

A handwritten signature in blue ink, appearing to read 'R Thornell', written over a horizontal line.

Signature

A handwritten date '8/3/2018' in blue ink, written over a horizontal line.

Date

State of Maine
RFP / Proposal Master Score Sheet

Instructions: Complete the Master Score Sheet below providing all of the requested information for each bidder that submitted a proposal in response to the RFP. This document is to be included in the Selection Package submitted to the Division of Procurement Services for review/approval.

SCORESHEET FOR RFP# 201805096: STOP Violence Against Women – Victim Services Proposals									
PROPOSAL SUBMITTED BY:		SARSSM Hotline		Caring Unlimited		Family Violence Project		Partners for Peace	
COST:		Cost:	\$94,990/23,074	Cost:	\$50,280	Cost:	\$54,895	Cost:	\$32,216
EVALUATION ITEM	POINTS AVAIL.								
Section I: Organization Qualifications and Experience	25	25		25		25		25	
Section II: Specification of Work to be Performed	45	41		44		44		43	
Section III: Cost Proposal	30	30		30		30		30	
Section IV: Maine Business and Economic Impact Consideration	NA								
TOTAL	<u>100</u>	<u>96</u>		<u>99</u>		<u>99</u>		98	
PROPOSAL SUBMITTED BY:		SASSMM SART Advocate		Through These Doors		Safe Voices		SAPRS	
COST:		Cost:	\$44,515	Cost:	\$45,877	Cost:	\$40,000	Cost:	\$29,307
EVALUATION ITEM	POINTS AVAIL.								
Section I: Organization Qualifications and Experience	25	25		25		25		25	
Section II: Specification of Work to be Performed	45	43		42		44		45	
Section III: Cost Proposal	30	30		30		29		29	
Section IV: Maine Business and Economic Impact Consideration	NA								
TOTAL	<u>100</u>	<u>98</u>		<u>97</u>		<u>98</u>		<u>99</u>	

State of Maine
RFP / Proposal Master Score Sheet

Instructions: Complete the Master Score Sheet below providing all of the requested information for each bidder that submitted a proposal in response to the RFP. This document is to be included in the Selection Package submitted to the Division of Procurement Services for review/approval.

SCORESHEET FOR RFP# 201805096: STOP Violence Against Women – Victim Services Proposals									
PROPOSAL SUBMITTED BY:		Pine Tree Legal		Coastal Healthcare Alliance					
COST:		Cost:	\$100,201	Cost:	\$29,220	Cost:	\$	Cost:	\$
EVALUATION ITEM	POINTS AVAIL.								
Section I: Organization Qualifications and Experience	25	25		25					
Section II: Specification of Work to be Performed	45	43		44					
Section III: Cost Proposal	30	28		29					
Section IV: Maine Business and Economic Impact Consideration	NA								
TOTAL	<u>100</u>	<u>96</u>		<u>98</u>					
PROPOSAL SUBMITTED BY:									
COST:		Cost:		Cost:		Cost:		Cost:	
EVALUATION ITEM	POINTS AVAIL.								
Section I: Organization Qualifications and Experience	25								
Section II: Specification of Work to be Performed	45								
Section III: Cost Proposal	30								
Section IV: Maine Business and Economic Impact Consideration	NA								
TOTAL	<u>100</u>								



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

August 27, 2018

Susan Giambalvo
Caring Unlimited Corp.
PO Box 590
Sanford, ME 04073

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
STOP Violence Against Women Formula Grant

Dear Ms. Giambalvo:

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:

- Lewiston Police Department
- Penobscot Nation Department of Social Services
- Cumberland County Sheriff's Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

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 DPS will produce contracts by October 1, 2018.

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**

August 27, 2018

Kim Spectre
Coastal Healthcare Alliance
PO Box 287
Belfast, ME 04915

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
STOP Violence Against Women Formula Grant

Dear Ms. Spectre:

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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- Cumberland County Sheriff's Office
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- Sexual Assault Support Services of Midcoast Maine (SASSMM)
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- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

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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**

August 27, 2018

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

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
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:

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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

August 27, 2018

Amanda Cost
Partners for Peace
PO Box 653
Bangor, ME 04402

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
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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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

August 27, 2018

Elise Johansen
Safe Voices
PO Box 713
Auburn, ME 04212

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
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:

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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

August 27, 2018

Marty McIntyre
Sexual Assault Prevention and Response Services
PO Box 6
Auburn, ME 04212-0006

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
STOP Violence Against Women Formula Grant

Dear Ms. McIntyre:

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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Maine Department of Public Safety
104 State House Station
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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**

August 27, 2018

Arian Clements
Sexual Assault Support Services of Midcoast Maine
PO Box 990
Brunswick, ME 04011

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
STOP Violence Against Women Formula Grant

Dear Ms. Clements:

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**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

August 27, 2018

Rebecca Hobbs
Through These Doors
PO Box 704
Portland, ME 04104

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
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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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Caring Unlimited
DATE: August 13, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications and Experience	(Max: 25 Points)	25
Section II. Specification of Work to be Performed	(Max: 45 Points)	44
Section III: Cost Proposal	(Max: 30 Points)	30
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS	(Max: 100 Points)	99

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Caring Unlimited
DATE: August 13, 2018

**EVALUATION OF SECTION II
Proposed Services**

Total Points Available: 45 **Score:** 44

Evaluation Team Comments:

Legal assistance for victims in York County
Continuation grant
Funds four partial positions.
Good data
Clear statement of need
Project description is simple and clear, includes helpful demographics of those served.
Outcomes and measures are appropriate.
Sustainability plan emphasizes the importance and expectation of continued STOP funds and VAWA grants.
Letters of support from judges, magistrates and DA showing support of those in the system.
Straightforward proposal seeking continuation of a longstanding successful program.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Caring Unlimited
DATE: August 13, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 30

Evaluation Team Comments:

Budget is clear, well done.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Family Violence Project
DATE: August 13, 2018

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NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications and Experience	(Max: 25 Points)	25
Section II. Specification of Work to be Performed	(Max: 45 Points)	44
Section III: Cost Proposal	(Max: 30 Points)	30
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS	(Max: 100 Points)	100

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Family Violence Project
DATE: August 13, 2018

**EVALUATION OF SECTION II
Proposed Services**

Total Points Available: 45 Score: 44

Evaluation Team Comments:

Community-based advocate working with homeless providers, Maine General Medical Center ER/OB.
Outreach to two homeless shelters, youth permanent supportive housing, and Maine General
Good history of collaboration
Good data regarding need in homeless shelter and youth populations
Good timeline
Clear description of program
Project objectives include clear performance indicators and baseline data
Impact/Outcomes- survey instrument from FVPSA is appropriate for this program
Re sustainability, exploration of alternative funding is noted
Documented progress to date.
Good audit reports
Good MOU with hospital and shelter, and letter of support

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Family Violence Project
DATE: August 13, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 30

Evaluation Team Comments:

Budget is well done. Expenses are appropriate and connected to program objectives. Addresses non-supplantation.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Partners for Peace
DATE: August 13, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications and Experience (Max: 25 Points)	25	
Section II. Specification of Work to be Performed (Max: 45 Points)	43	
Section III: Cost Proposal (Max: 30 Points)	30	
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS (Max: 100 Points)	98	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Partners for Peace
DATE: August 13, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 30

Evaluation Team Comments:

Budget is fine.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Pine Tree Legal
DATE: August 13, 2018

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	Pass:	Fail:
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◆		
◆		
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Numerical Score:		
Section I. Organization Qualifications and Experience	(Max: 25 Points)	25
Section II. Specification of Work to be Performed	(Max: 45 Points)	43
Section III: Cost Proposal	(Max: 30 Points)	28
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS	(Max: 100 Points)	96

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Pine Tree Legal
DATE: August 13, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 28

Evaluation Team Comments:

Mileage is rounded and not divisible by .44
Excellent match.
Position is expensive, apparently due to benefits.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Safe Voices
DATE: August 13, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications and Experience	(Max: 25 Points)	25
Section II. Specification of Work to be Performed	(Max: 45 Points)	44
Section III: Cost Proposal	(Max: 30 Points)	29
Section IV: Maine Business and Economic Impact Consideration	(Max: NA Points)	
TOTAL POINTS	(Max: 100 Points)	98

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Safe Voices
DATE: August 13, 2018

**EVALUATION OF SECTION II
Proposed Services**

Total Points Available: 45 Score: 44

Evaluation Team Comments:

This proposal seeks funding for an outreach advocate to expand the reach and scope of work currently performed.
They provide a clear statement of the need, specific to the rural county to be served.
The project includes specific strategies to decrease rural isolation by initiating contact with victims of DV, increasing system coordination, and increasing risk management within the criminal justice system, all of which are in keeping with national and state best practices.
Objectives are clear and measures are appropriate.
Outcomes are clear.
Sustainability plan is extensive and detailed.
Progress to date is excellent.
Position description and resumes are good.
Information sharing agreements all good.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Safe Voices
DATE: August 13, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 29

Evaluation Team Comments:

Financial statements are good.
Match is provided, although not required.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SAPRS
DATE: August 13, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications and Experience	(Max: 25 Points)	25
Section II. Specification of Work to be Performed	(Max: 45 Points)	45
Section III: Cost Proposal	(Max: 30 Points)	29
Section IV: Maine Business and Economic Impact Consideration	(Max: NA Points)	
TOTAL POINTS	(Max: 100 Points)	99

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SAPRS
DATE: August 13, 2018

**EVALUATION OF SECTION II
Proposed Services**

Total Points Available: 45 Score: 45

Evaluation Team Comments:

New project to fund sex trafficking and exploitation advocate.
Provides a clear statement of the need for the position.
Describes how this proposal fits with other initiatives focused on sex trafficking in the region and state.
Performance data is outlined.
Appropriate measures and mechanisms to collect data are specified.
Sustainability plan provided.
Position description and resume are well done.
Very good letters of support.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SAPRS
DATE: August 13, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 29

Evaluation Team Comments:

Budget well done, with just minor adjustments needed.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM Hotline
DATE: August 13, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
	<u>Points Awarded:</u>	
Numerical Score:		
Section I. Organization Qualifications and Experience (Max: 25 Points)	25	
Section II. Specification of Work to be Performed (Max: 45 Points)	41	
Section III: Cost Proposal (Max: 30 Points)	30	
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS (Max: 100 Points)	96	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM Hotline
DATE: August 13, 2018

**EVALUATION OF SECTION II
Proposed Services**

Total Points Available: 45 **Score:** **41**

Evaluation Team Comments:

Project to continue funding two, 40 hour per week direct services advocate positions, who respond to the statewide sexual assault crisis and support line calls during normal business hours, as well as expand the crisis and support line service to text and online chat platforms.
Provided clear description of the need. Excellent use of national technical assistance.
Excellent letters of support.
Chart in the objectives section is confusing. The Y axis is labeled number of clients served, but the color code indicates number of contacts.
There is no mention of referrals or protocols when the call or chat would appropriately be referred to another service, such as a domestic violence resource center hotline.
The proposal is well-supported by assessments and the data to date.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM Hotline
DATE: August 13, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 30

Evaluation Team Comments:

Budget is clear and straightforward, with minor errors.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM SART Advocate
DATE: August 13, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications and Experience (Max: 25 Points)	25	
Section II. Specification of Work to be Performed (Max: 45 Points)	43	
Section III: Cost Proposal (Max: 30 Points)	30	
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS (Max: 100 Points)	98	

STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM SART Advocate
DATE: August 13, 2018

EVALUATION OF SECTION II
Proposed Services

Total Points Available: 45 Score: 43

Evaluation Team Comments:

Continuation grant
Provides a SART advocate for Knox and Waldo Counties
Audit not provided, but available upon request.
The number of hours of service provision to clients, along with hours of meetings and program coordination, account for the time of the FTE.
Program description appropriately notes the anticipated increase in need for SART given concurrent expansion of rural outreach and legal services.
Sustainability section nearly verbatim that of another grant.
Program objectives are clear.
Outcome measures are appropriate and reflect close coordination with MECASA.
Resume and position description are good
Collaboration document submitted, and support letters provided by communities involved.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM SART Advocate
DATE: August 13, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 30

Evaluation Team Comments:

Budget is in order.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Through These Doors
DATE: August 13, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications and Experience (Max: 25 Points)	25	
Section II. Specification of Work to be Performed (Max: 45 Points)	42	
Section III: Cost Proposal (Max: 30 Points)	30	
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS (Max: 100 Points)	97	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Through These Doors
DATE: August 13, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 30

Evaluation Team Comments:

Budget is sound.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Coastal Healthcare Alliance
DATE: August 13, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James Glessner, Elizabeth Ward Saxl, Francine Stark, Heather Putnam, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
◆ None		
◆		
◆		
	Points Awarded:	
Numerical Score:		
Section I. Organization Qualifications and Experience	(Max: 25 Points)	25
Section II. Specification of Work to be Performed	(Max: 45 Points)	44
Section III: Cost Proposal	(Max: 30 Points)	29
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS	(Max: 100 Points)	98

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Coastal Healthcare Alliance
DATE: August 13, 2018

**EVALUATION OF SECTION III
Cost Proposal
Price: Comparison with Lowest Bid**

Total Points Available: 30 Score: **29**

Evaluation Team Comments:

Budget is detailed and clear.

Proposal #7

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: Safe Voices
DATE: 8/10/18
EVALUATOR NAME: James Glessner
EVALUATOR DEPARTMENT: Administrative Office of the Courts

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:

53, 66

80% of outreach advocates
Lack of support and info sharing agreement
As to DV Court, language is poor but that is a formal
process to be followed

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Caring Unlimited

DATE: 8-12-18

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: 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:

SA- camp yes

10-1-18	9-30-19	continuation
funds 4 partial positions		
very well qualified as an organization		
pg 7 good data and on pg 11-12		
pg 9 sustainability discussed pg 16		
Fed 5 State 2		
budget sound +/- \$1 for rounding		
pg 17 supplement		
good position descriptions		
well qualified people in positions		
good financial statements		
good letters of support		
board list provided		
501(c) 3 provided		
\$50,200		no match needed

no to culturally specific

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: W.Coastal Healthcare Alliance

DATE: 8.11.18

EVALUATOR NAME: Tracy J. Paulin

EVALUATOR DEPARTMENT: *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: *SA - yes*

<i>10-1-18</i>	<i>9.30.19</i>	<i>continuation part of</i>
<i>Fed 8.5</i>	<i>State 4.2</i>	
<i>well thought out plan and making incremental progress</i>		
<i>objectives good w/ baseline info</i>		
<i>pg 10 sustainability - good info.</i>		
<i>workplan good</i>		
<i>pg 22 supplement</i>		
<i>Budget is sound</i>		
<i>position description and resume good</i>		
<i>collaboration agreements</i>		
<i>MOU & letter of support (DHHS)</i>		
<i>\$29,220 federal</i>	<i>16,374 state</i>	
<i>culturally specific no</i>		

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Family Violence Project

DATE: 8-17-18

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: 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:

SA - NO

10-1-18	9-30-19		continuation/ expansion to Maine
fed 5.11		state 2	General linkages
501(c)3 provided			
board list provided			
org chart provided		good qualified org.	
good timeline			
Pg 7-8 previous data & future goals			
Pg 10			
budget is sound			
pg 2/ sustainability and supplement			
good position description			
good audit reports			
good MUI		& SA letter of support	
\$54,895		no match required	

pg 9

not culturally specific

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Partners for Peace

DATE: 8-17-18

EVALUATOR NAME: Tracy J. Paulin

EVALUATOR DEPARTMENT: 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:

SA - no

10-1-18	9-30-19	New project
fed 1, 11	state	1
501(c)3 included		
board list included		
75% police-based position		
well qualified organization		
stay objectives - wished more specifics re: time followup		
pg 19 sustainability - 3 yrs to self sustain		
good support letters RBS, Bangor PD		
pg 30 supplement		
good position description		
auditor reports all good except TANF from		
DHHS - unclear		
\$32,216 fed	no match needed	

culturally specific no

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Pine Tree Legal

DATE: 8-14-18

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: 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: 5A - yes

1-1-19	12-31-19
Purpose 5	State 1
501(c)3 included	
board list included	
fulltime paralegal - had been United Way	
* Where is supplement statement?	
position description & resumé provided	
consultations good	
* budget mostly sound revise pg 54	
* mileage not .44	
\$100,201 federal	\$285,892 match
culturally specific no	

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Safe Voices

DATE: 8-12-18

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: 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:

SA - no

10-1-18	9-30-19	one time project pg 9
* is a "charitable organization" the same as 501(c)3?		
board list provided		
Purpose 5, 11		State 1, 2, 3
workplan good		
pg 14-17 current progress		
pg 13 sustainability		
* pg 22 looks like this reflects 100% of BIP for 12 mths not 6 mths		
pg 28 supplement & pg 13		
good personal letters of support		
info sharing agreements all good		
position description & resumes good		
financial statements good - corrected payroll issue		
\$40,000 fed.		

culturally specific no

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: SAPRS

DATE: 8.17.18

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: 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:

SA - yes

10.1.18	9.30.19	New project
501(c)3 included		
board list included		
Purpose 5, 7, 11, 15		State 1, 2, 4
very well qualified organization		
pg 11 supplement		
pg 7-8 good objectives		
pg 9 sustainability		
* pg 11 $1130 \times 20.82 = \$23,526.60$ not $\$23,507$		
* budget health sb 2,579 mileage not $\div .44$ rounding		
very good personal letters of support		
positions description and resume good		
all financial reports good		
\$29,307 federal		no match required
culturally specific no		

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: SARSSM Hotline
 DATE: August 6, 2018
 EVALUATOR NAME: Tracy J. Poulin
 EVALUATOR DEPARTMENT: 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: Say yes to SA

10-1-18 to 9-30-19	Continuation
Purpose 11	Priority 2
pg 14 sustainability sort of addressed	
pg 19 supplement	
nothing new on the timeline - not expected w/ cont.	
provided previous data	
goals okay	
good letters of support	
501(c)3 included	
good resumes, position description & org chart	
budget pg 26 Equip line off sb 93.75	
\$94,970 (say \$94,990) no match needed	
not culturally specific	
\$23,074 (1 qtr) ending 9-30-18 (92,296 full)	

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: SARSSM SART Advocate

DATE: 8-11-18 4 m

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: 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:

SA - soup yes

9-10-18 9-10-19 odd start date continuation)
where is 501(c)3 - can we accept HinduStar?
board list provided
fed 5, 7, 11, 15 state 1, 2
pg 5-6 services to be provided
pg 8 objectives
pg 9-12 goals
X no audit provided but are available on request
pg 12 sustainability - nothing specific
pg 13-14 workplan okay but not very specific
budget is sound
pg 23 supplement
collaboration signed
support letters
resumé & position description good
#44515 fed no match required
culturally based no

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Through These Doors

DATE: 8-11-18

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: 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:

JA - no

1.1.19	12.31.19	Continuation 18 months \$0 for
Purpose	2, 11, 14	State 1, 2, 4
board list provided		100% of Local WA
* no 501(c)3 provided		
pg 11-14 objectives good		
pg 16-18 progress to date good		
workplan okay		
pg 29 sustainability - i pg 15 supplement & pg 22		
good position description & resume		
financial statements all good		
MOU and letter of support included		
budget is sound		
\$45,877	fed	no match required
culturally specific no		

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: SARSSM Hotline
 DATE: 8/12/18
 EVALUATOR NAME: Heather Putnam
 EVALUATOR DEPARTMENT: US Attorney's Office

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:

Startup Feb 2017	Aug 2017 started - for standards were support
now testing -	n-prape

clarification needed on client contact - breakdown needed -

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Caring Unlimited

DATE: 8/12/18

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:

CU Legal Assistance for Victims in York County, continuation, \$50,200
Section I: Qualifications – Caring Unlimited is eminently qualified to do this work
Section II: Work to be performed
a) Clear statement of need
b) The project description is simple and clear; includes helpful demographics of people served
c) Outcomes and measures are appropriate
d) Measures are appropriate
e) Sustainability plan emphasizes the importance and expectation of continued STOP funds and VAWA grants
h) letters of support from several judges and others from justice system
Budget is clear.
This is a straightforward proposal, seeking continuation of a longstanding program. I support continued funding.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: Family Violence Project

DATE: 8/12/18

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:

The Building Bridges Project, continuation, \$54,895
Community-based advocate working with homeless providers, Maine General Medical Center ER/OB Outreach to 2 homeless shelters, youth permanent supportive housing, and Maine General
Organizational Qualifications and Experience: excellent, and the person doing the work well qualified
Specifications of Work to be Performed: summary a) <ul style="list-style-type: none"> • Good history of collaboration with MGMC • Good data regarding need in homeless shelter population (FVP sheltered 25% of requests) • Good data regarding need in youth population • Good collaborative relationships, including SACS and the SAFE program
b) Clear description of program
c) Project Objectives include clear performance indicators and baseline data
d) Impact/Outcomes: the survey instrument from FVPSA is appropriate for this program
e) Sustainability: appropriately, the initial program has provided additional understanding of the need and efficacy of the approach. Exploration of alternate funding is noted.
f) progress to date: 245 individuals reached, significant improvement in collaborations, fulfilling need identified by community partners
Budget: clear and straightforward. The expenses make sense and are connected to the program objectives...though there is no specific mention of the books in the project description, their purpose is easily inferred. Includes appropriate statement regarding non-supplantation.
Appropriate letter from SACS and comprehensive MOU with Maine General and the homeless shelters
This is an excellent proposal. I would recommend funding it.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program
BIDDER NAME: SARSSM Hotline
DATE: 8/12/18
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:

Sexual Assault Crisis and Support Hotline Enhanced Services, continuation, \$94,990
2 "CASL" Advocates plus expenses
Section I: Organization Qualifications and Experience
a) Both SARSSM and MECASA are eminently qualified
Section II: Work to be Performed
a) Summary: clear
b) Description: Clear description of need for both statewide phone hotline and for text/chat services and of the purpose of the CASL Advocate continuation (in place since August 2017), particularly regarding text/chat services. Excellent use of national technical assistance.
c) Objectives: Chart 1 is a bit confusing. The Y axis is labelled as number of clients served, but the color code indicates numbers of contacts...which seem to be equal numbers. Is that so – one contact per person per month? Table demonstrates positive impact of project to date and clear indicators for future work
d) Outcomes are appropriate. Excellent use of national technical assistance
e) Sustainability: honest and thoughtful
Budget is clear and straightforward.
Appropriate letters of support from member programs.
Note – there is no mention of referrals or protocols when the call or chat would appropriately be referred to another service, such as a domestic violence resource center hotline. That would have been helpful to hear about.
This proposal is well-supported by assessments and the data to date. I recommend funding this as proposed.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: SARSSM SART Advocate

DATE: 8/12/18

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:

SART Advocate – Knox and Waldo Counties, continuation
Section I: Organization Qualifications – SASSM is eminently qualified to do this work
Section II: Work to be Performed
a) The number of hours of service provision to clients, along with the hours of meetings and program coordination seem to fully account for 1 FTE
b) The program description appropriately notes the anticipated increase in need for SART given concurrent expansion of rural outreach and legal services
c) Program objectives are clear
d) Outcome measures are appropriate and reflect close coordination with MECASA
e) The sustainability section mirrors that section in the SARSSM application...nearly verbatim
Budget is straightforward, but the narrative is too brief.
Appropriate letters of support from all the communities involved, including the local domestic violence resource center.
This is a fine proposal. I recommend fully funding.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201805096
 RFP TITLE: STOP Violence Against Women Formula Grant Program
 BIDDER NAME: Coastal Healthcare Alliance
 DATE: 8/12/18
 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:

Coastal SANE Program: SANE Training Project, \$29,220
new
Section I: Organization Qualifications – This alliance of healthcare providers is qualified and appropriate for this program
Section II: Work to be Performed
a) Clear need for the program
b) The program is straightforward. Collaboration among the project partners is clear as well as coordination of effort within the Alliance. The need for and burden to meet the demand for SANE services is clearly addressed by the proposal.
c) Objectives and indicators are clear and appropriate
d) Outcome measures are appropriate
e) Sustainability plan is extensive and describes ongoing efforts by institutions within the Alliance to support the program
f) Appropriate collaboration agreements are attached
g) n/a
h) Appropriate MOU and letters attached
Note: it is a bit confusing that the letters in Section II do not align with the subsection letters from the RFP.
Budget: Detailed and clear.
Very good proposal meeting a clear need. I recommend funding, give satisfaction of question above.



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

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.

Handwritten signature of James T. Glessner in cursive.

Signature

Handwritten date 8/13/18.

Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Tracy 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.

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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 S. Poulin
Signature

July 16, 2018
Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

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

8/13/18

Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

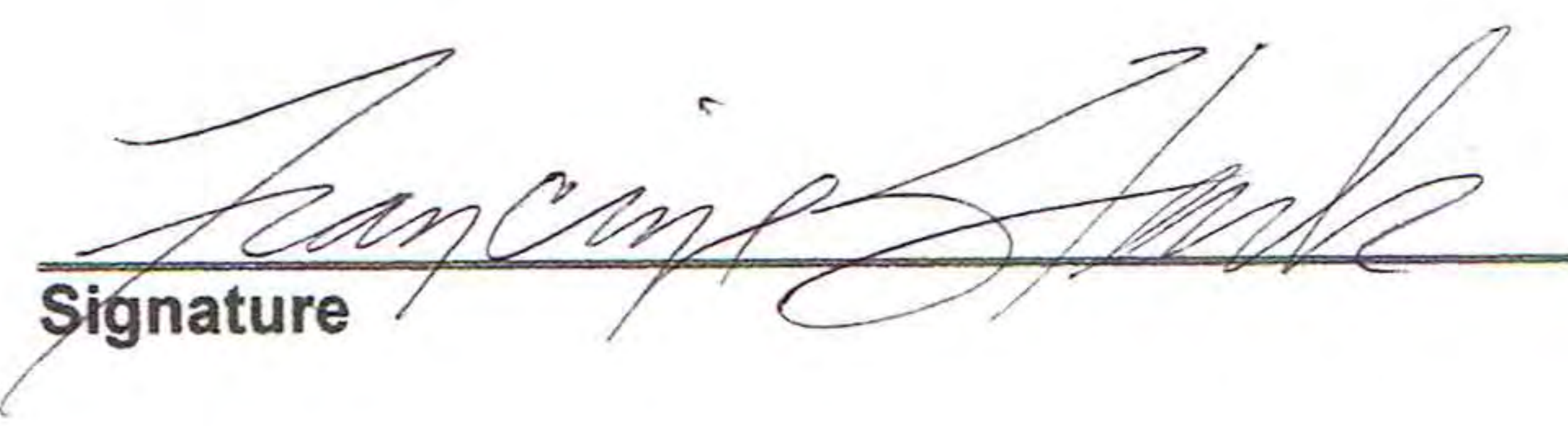
I, Francine Stark accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with a bidder 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 #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Elizabeth Ward Saxl 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.

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

Signature

A handwritten date '8-13-18' written in cursive script, positioned above a horizontal line.

Date

State of Maine RFP / Proposal Master Score Sheet

Instructions: Complete the Master Score Sheet below providing all of the requested information for each bidder that submitted a proposal in response to the RFP. This document is to be included in the Selection Package submitted to the Division of Procurement Services for review/approval.

SCORESHEET FOR RFP# 201805096: STOP Violence Against Women – Discretionary							
PROPOSAL SUBMITTED BY:		Pine Tree Legal		SARSSM Hotline			
COST:		Cost:	\$100,201	Cost:	\$94,990	Cost:	
EVALUATION ITEM	POINTS AVAIL.						
Section I: Organization Qualifications and Experience	25	25		25			
Section II: Specification of Work to be Performed	45	42		42			
Section III: Cost Proposal	30	28		28			
Section IV: Maine Business and Economic Impact Consideration	NA						
TOTAL	<u>100</u>	<u>95</u>		<u>95</u>			
PROPOSAL SUBMITTED BY:							
COST:		Cost:		Cost:		Cost:	
EVALUATION ITEM	POINTS AVAIL.						
Section I: Organization Qualifications and Experience	25						
Section II: Specification of Work to be Performed	45						
Section III: Cost Proposal	30						
Section IV: Maine Business and Economic Impact Consideration	NA						
TOTAL	<u>100</u>						



**STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY**

**Paul R. LePage
Governor**

**John E. Morris
Commissioner**

August 27, 2018

Nan Heald
Pine Tree Legal Assistance, Inc.
PO Box 547
Portland, ME 04112

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
STOP Violence Against Women Formula Grant

Dear Ms. Heald:

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:

- Lewiston Police Department
- Penobscot Nation Department of Social Services
- Cumberland County Sheriff's Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

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 DPS will produce contracts by October 1, 2018.

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**

August 27, 2018

Melanie Sachs
Sexual Assault Response Services of Southern Maine
PO Box 1371
Portland, ME 04104

SUBJECT: Notice of Conditional Contract Award under RFP #201805096,
STOP Violence Against Women Formula Grant

Dear Ms. Sachs:

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:

- Lewiston Police Department
- Penobscot Nation Department of Social Services
- Cumberland County Sheriff's Office
- Pine Tree Legal Assistance, Inc.
- Sexual Assault Support Services of Midcoast Maine (SASSMM)
- Sexual Assault Response Services of Southern Maine (SARSSM) – Sexual Assault Crisis and Support Hotline Enhanced Services
- Caring Unlimited
- Family Violence Project
- Partners for Peace
- Through These Doors
- Safe Voices
- Sexual Assault Prevention and Response Services
- Coastal Healthcare Alliance
- Administrative Office of the Courts

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 DPS will produce contracts by October 1, 2018.

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

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**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Pine Tree Legal
DATE: August 20, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James Glessner, Chief Robbie Moulton, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria		
	<u>Pass:</u>	<u>Fail:</u>
◆ None		
◆		
◆		
	<u>Points Awarded:</u>	
<u>Numerical Score:</u>		
Section I. Organization Qualifications and Experience (Max: 25 Points)	25	
Section II. Specification of Work to be Performed (Max: 45 Points)	42	
Section III: Cost Proposal (Max: 30 Points)	28	
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS (Max: 100 Points)	95	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: Pine Tree Legal
DATE: August 20, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 28

Evaluation Team Comments:

Mileage is rounded and not divisible by .44
Excellent match.
Position is expensive, apparently due to benefits.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM Hotline
DATE: August 20, 2018

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 Procurement Services as part of your contract award selection documents.*

DEPARTMENT NAME: Department of Public Safety
NAME OF RFP COORDINATOR: Tracy J. Poulin
NAMES OF EVALUATORS: James Glessner, Chief Robbie Moulton, Tracy Poulin

SUMMARY PAGE

Pass/Fail Criteria		
	<u>Pass:</u>	<u>Fail:</u>
◆ None		
◆		
◆		
	<u>Points Awarded:</u>	
<u>Numerical Score:</u>		
Section I. Organization Qualifications and Experience (Max: 25 Points)	25	
Section II. Specification of Work to be Performed (Max: 45 Points)	42	
Section III: Cost Proposal (Max: 30 Points)	28	
Section IV: Maine Business and Economic Impact Consideration (Max: NA Points)		
TOTAL POINTS (Max: 100 Points)	95	

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant
BIDDER: SASSMM Hotline
DATE: August 20, 2018

**EVALUATION OF SECTION III
Cost Proposal**

Total Points Available: 30 Score: 28

Evaluation Team Comments:

Budget is clear and straightforward, with minor errors.

STATE OF MAINE
INDIVIDUAL EVALUATION NOTES

RFP #: 201805096

RFP TITLE: STOP Violence Against Women Formula Grant Program

BIDDER NAME: SARSSM Hotline

DATE: August 6, 2018

EVALUATOR NAME: Tracy J. Poulin

EVALUATOR DEPARTMENT: 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:

Say yes to SA

10-1-18 to 9-30-19	Continuation
Purpose 11	Priority 2
pg 14 sustainability sort of addressed	
pg 19 supplement	
nothing new on the timeline - not expected w/ cont.	
provided previous data	
goals okay	
good letters of support	
501(c)3 included	
good resumes, position description & org chart	
Budget pg 26 Equip line off sb 93.75	
\$94,970 (say \$94,990) no match needed	
not culturally specific	
\$23,074 (1 qtr) ending 9-30-18 (92,296 full)	



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

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.

Handwritten signature of James T. Glessner in cursive.

Signature

Handwritten date 8/13/18.

Date



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY

Paul R. LePage
Governor

John E. Morris
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

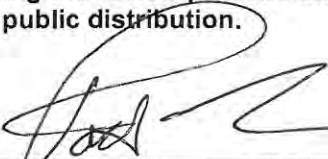
I, Chief Robbie Moulton accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Public Safety. I do hereby accept the terms set forth in this agreement AND hereby disclose any affiliation or relationship I may have in connection with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

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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 #: 201805096
RFP TITLE: STOP Violence Against Women Formula Grant Program

I, Tracy 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.

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Tracy S. Poulin
Signature

July 16, 2018
Date