

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# 201901012: Specialty Crop Block Grant									
PROPOSAL SUBMITTED BY:		AgMatters, LLC - PSR		AgMatters, LLC – FSMA		Maine Farm Bureau		MELNA – Plant Something	
COST:		Cost:	\$44,283.00	Cost:	\$29,233.00	Cost:	\$75,205.00	Cost:	\$54,738.00
EVALUATION ITEM	POINTS AVAIL.								
The Proposal is determined to be a Commissioner priority area.	5	5		5		5		5	
The proposal is complete and adheres to the format outlined in the RFP	5	5		5		3		5	
The project addresses the issues put forth by USDA, as stated in the RFP	25	25		25		25		22	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection	20	7		8		5		18	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers	15	11		12		12		12	
Anticipated benefit in relation to proposed cost	30	25		30		10		25	
TOTAL	<u>100</u>	<u>78</u>		<u>85</u>		<u>60</u>		<u>87</u>	
PROPOSAL SUBMITTED BY:		MELNA – IPM		Maine Maple Producers Association		Maine Potato Board		University of Maine – Sulfur	
COST:		Cost:	\$86,950.00	Cost:	\$36,260.00	Cost:	\$99,994.33	Cost:	\$62,644.00
EVALUATION ITEM	POINTS AVAIL.								
The Proposal is determined to be a Commissioner priority area.	5	5		5		3		1	
The proposal is complete and adheres to the format outlined in the RFP	5	5		5		4		0	
The project addresses the issues put forth by USDA, as stated in the RFP	25	25		20		25		25	

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection	20	15	10	20	0
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers	15	10	15	12	8
Anticipated benefit in relation to proposed cost	30	7	28	25	4
TOTAL	<u>100</u>	<u>67</u>	<u>83</u>	<u>89</u>	<u>38</u>
PROPOSAL SUBMITTED BY:	University of Maine – Expanding Berry Industry		University of Maine – Effects of Fertilizer		University of Maine – Blueberry IPM
COST:	Cost:	\$49,358.00	Cost:	\$89,314.00	Cost: \$86,354.00
EVALUATION ITEM	POINTS AVAIL.				
The Proposal is determined to be a Commissioner priority area.	5	2	5	5	
The proposal is complete and adheres to the format outlined in the RFP	5	0	5	5	
The project addresses the issues put forth by USDA, as stated in the RFP	25	25	25	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection	20	5	20	20	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers	15	14	15	15	
Anticipated benefit in relation to proposed cost	30	30	20	25	
TOTAL	<u>100</u>	<u>76</u>	<u>90</u>	<u>95</u>	



**STATE OF MAINE
DEPARTMENT OF AGRICULTURE,
CONSERVATION AND FORESTRY**

**Janet T. Mills
Governor**

**Amanda Beal
Commissioner**

April 22, 2019

Lauchlin W. Titus
AgMatters LLC
1063 Main St
Vassalboro, ME 04989

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear Lauchlin W. Titus:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Agriculture, Conservation and Forestry for the Specialty Crop Block Grant Program. 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:

- AgMatters LLC – Food Safety Planning
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- University of Maine – Expanding Maine's Berry Industry

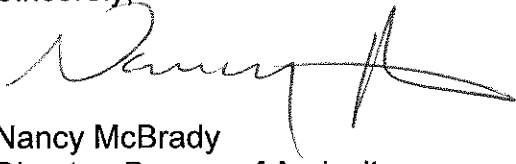
The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice 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.

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,

A handwritten signature in black ink, appearing to read "Nancy McBrady", with a long horizontal flourish extending to the right.

Nancy McBrady
Director, Bureau of Agriculture,
Food & Rural Resources

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).



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April 22, 2019

Julie Ann Smith
Maine Farm Bureau
4 Gabriel Dr, Ste 1
Augusta, ME 04330

**SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program**

Dear Julie Ann Smith:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Agriculture, Conservation and Forestry for the Specialty Crop Block Grant Program. 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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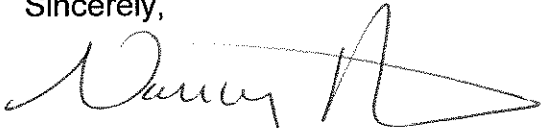
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April 22, 2019

Donald Sproul
Maine Landscape and Nursery Association
PO Box 4666
Augusta, ME 04330

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear Donald Sproul:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Agriculture, Conservation and Forestry for the Specialty Crop Block Grant Program. 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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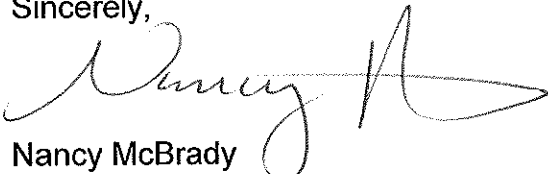
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April 22, 2019

Eric Ellis
Maine Maple Producers Association
288 Chopps Cross Rd
Woolwich, ME 04579

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear Eric Ellis:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Agriculture, Conservation and Forestry for the Specialty Crop Block Grant Program. 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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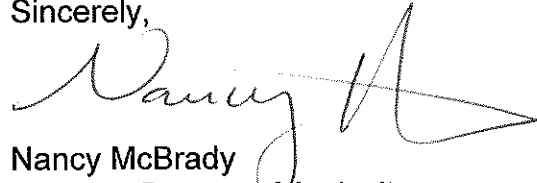
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April 22, 2019

Jake Dyer
Maine Potato Board
744 Main St, Ste 1
Presque Isle, ME 04769

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear Jake Dyer:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Agriculture, Conservation and Forestry for the Specialty Crop Block Grant Program. 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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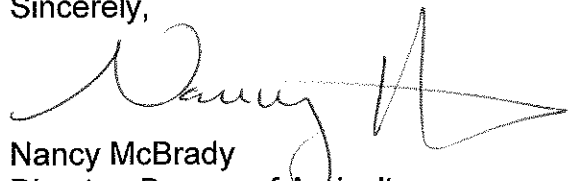
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April 22, 2019

Lakesh Sharma
University of Maine
5717 Corbett Hall
Orono, ME 04469

**SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program**

Dear Lakesh Sharma:

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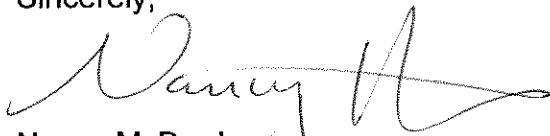
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April 22, 2019

David Hanley
University of Maine
5717 Corbett Hall
Orono, ME 04469

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear David Hanley:

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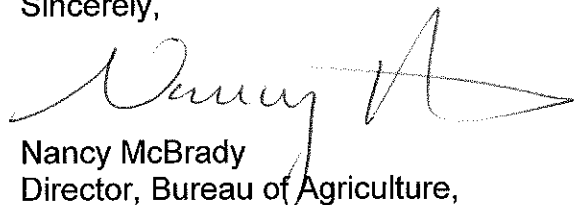
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April 22, 2019

Yongjiang Zhang
University of Maine
5717 Corbett Hall
Orono, ME 04469

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
Specialty Crop Block Grant Program

Dear Yongjiang Zhang:

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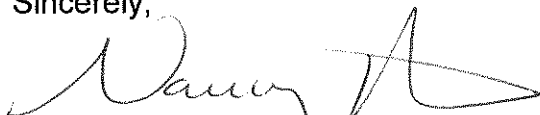
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Seanna Annis
University of Maine
5717 Corbett Hall
Orono, ME 04469

SUBJECT: Notice of Conditional Contract Awards under RFP # 201901012,
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Dear Seanna Annis:

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- University of Maine – Expanding Maine's Berry Industry

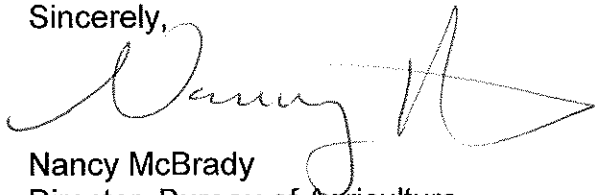
The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice 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.

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,

A handwritten signature in cursive script, appearing to read "Nancy McBrady". The signature is written in black ink and is positioned above the typed name and title.

Nancy McBrady
Director, Bureau of Agriculture,
Food & Rural Resources

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 #: 201901012
 RFP TITLE: Specialty Crop Block Grant
 BIDDER: AgMatters LLC – Keeping up with PSR
 DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

Pass/Fail Criteria		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	7	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	11	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	25	
TOTAL POINTS	(Max: 100 Points)	78

STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: AgMatters LLC – Keeping up with PSR
DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5 Score: 5

Evaluation Team Comments:

Priority areas are 1 and 2

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: AgMatters LLC – Food Safety Planning
DATE: 04/16/2019

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.*

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SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	Points Awarded:	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	8	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	12	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	30	
TOTAL POINTS	(Max: 100 Points)	85

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: AgMatters LLC – Food Safety Planning
DATE: 04/16/2019

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection.

Total Points Available: 20 Score: 8

Evaluation Team Comments:

Issues with data collection: there isn't a real way of telling for what people have learned or if their records are improving
Show of hands tends to contribute to peer pressure
(Clear outcomes will not be measurable with just 2 questions and a show of hands.)
The questions currently being asked don't seem to measure the outcomes. Outcome is supposed to be better records
Discussion about a follow up survey to collect feedback: possibly right after the class and again in 6 months to see if the information was used.
Nice to have some feel for what impact is being had relative to the industry, or just a certain select groups
They do speak at numerous Trades Shows and meetings to pass the information of food safety along. They do work with individual farmers to educate on food safety
Should insure that the responses to the surveys show up in the annual report to ACF.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Farm Bureau
DATE: 04/16/2019

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.*

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SUMMARY PAGE

Pass/Fail Criteria		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	3	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	5	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	12	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	10	
TOTAL POINTS	(Max: 100 Points)	60

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Farm Bureau
DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5 Score: 5

Evaluation Team Comments:

Does address the Commissioner's priority area
FSMA

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Farm Bureau
DATE: 04/16/2019

**The project proposed shows how Specialty Crops in Maine will impact multiple specialty crop
producers.**

Total Points Available: 15 Score: 12

Evaluation Team Comments:

300 plus growers
Would develop training materials for future years to impact a wider distribution
20 hours of training and video conferencing (seems lean – would videos be recorded for wider dispersal?)
Wasn't clear how the participants would be selected and how many sessions, both in person and video conferencing will be held
Questions about video equipment – how does that fit in to extend reach?
Multiple support letters

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: MELNA – Plant Something at School
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	Points Awarded:	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	22	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	18	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	12	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	25	
TOTAL POINTS	(Max: 100 Points)	87

STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: MELNA – Plant Something at School
DATE: 04/16/2019

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection.

Total Points Available: 20 Score: 18

Evaluation Team Comments:

Three outcomes are referenced, with specific indicators
Sales increase – mentioned % of increase, but not the exact format asked in the template.
Pre- and post-survey with the children: potentially good metrics. (Note: ACF should be sure that this information is included in the reports to ACF.)

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: MELNA - IPM
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

Pass/Fail Criteria		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	15	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	10	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	7	
TOTAL POINTS (Max: 100 Points)		67

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
 RFP TITLE: Specialty Crop Block Grant
 BIDDER: MELNA - IPM
 DATE: 04/16/2019

The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection.

Total Points Available: 20 Score: 15

Evaluation Team Comments:

Very clear about the outcomes and indicators, with specific numbers included.
Unsure about the link between the project method and projected sales increases.
Proposals with marketing components have to include outcome 1 and indicate how much the sales will increase in the format of X to X
Enhance competitiveness of specialty crops
Uncomfortable with trying to achieve income sales and jobs when the purpose of the project is to measure IPM for consumers. Incongruity between increased sales and jobs when the purpose is good gardening practices.
Confusion regarding using the term "marketing" on an education project. The emphasis on marketing and marketing indicators. There should be a measure that captures the number of consumers educated . Committee discusses potential indicators.
Proposal argues: if businesses can increase awareness, and consumers take home healthier plants, and keep healthier plants, it will benefit sales. Committee discusses the potential sales impact.
Need indicators that better deal with education aspect for buyers/consumers. Have consumers learned anything? How will this be tracked and reported?

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
 RFP TITLE: Specialty Crop Block Grant
 BIDDER: MELNA - IPM
 DATE: 04/16/2019

Anticipated benefit in relation to proposed cost

Total Points Available: 30 Score: 7

Evaluation Team Comments:

Advocacy budget questioned. This would be hard to justify in this program.
15,000 for a sponsorship of the Flower Show is not allowable.
Money in the budget for both public relation campaign and advocacy. Confused about the distinction between the 2 budget lines. Discussion about \$15,000 for regulatory advocacy – discussion about whether this aligns with goals of the program.
Is the theme of the project to discourage anti-IPM legislation? How does that align with SCBG goals?
If this project is selected, unallowable costs cannot be funded.
What is the Extension offering now? More is needed – they may not be reaching the general public. Where does this fit in with Extension work?
Cost of this project seems out of proportion to outcomes.
If accepted, ACF will need to secure more detailed descriptions of the marketing materials that will be paid for, and keep copies of funded print materials.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Maple Producers Association
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

Pass/Fail Criteria		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	20	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	10	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	15	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	28	
TOTAL POINTS	(Max: 100 Points)	83

STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Maple Producers Association
DATE: 04/16/2019

The proposal is complete and adheres to the format outlined in the RFP.

Total Points Available: 5 **Score:** 5

Evaluation Team Comments:

Complete and meets format
Size 10 font rather than 11 or 12 requested. (No points deducted.)

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Maple Producers Association
DATE: 04/16/2019

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25 Score: 20

Evaluation Team Comments:

Proposes to increase consumption of specialty crop. (Proposal does not clearly indicate USDA priority area – committee would like to see that more clearly indicated.)
Proposes to increase sales.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Potato Board
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

Pass/Fail Criteria		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	3	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	4	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	20	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	12	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	25	
TOTAL POINTS (Max: 100 Points)		89

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Potato Board
DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5 Score: 3

Evaluation Team Comments:

International and domestic market specialty crops.
Priority areas aren't identified: committee discusses.
Committee wished this were addressed more directly.
Expanding the yield could expand markets.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: **Maine Potato Board**
DATE: 04/16/2019

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25 Score: 25

Evaluation Team Comments:

Conservation research
Sustainability
Improving efficiency
This is a production side project.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: Maine Potato Board
DATE: 04/16/2019

Anticipated benefit in relation to proposed cost

Total Points Available: 30 Score: 25

Evaluation Team Comments:

70% of budget is for personnel. Questions about FTE and fringe. Personnel costs will need to be negotiated if this project is funded.
How many farmers will be able to participate in and benefit from the project?
Evaluating cover crops has been done for years. Does this project justify the cost?
It can be hard to persuade potato growers to change practice.
Anything to develop a profitable alternative crop is worthwhile.
Soil conservation is key. Relates to water conservation too. Could improve water usage in potato growing year, nutrient runoff too.
There's little/no no-till farming going on in Aroostook.
How many farmers will be able to benefit from the project?
Project has the possibility to be self-sustaining.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: University of Maine – Sulfur recommendations
DATE: 04/16/2019

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NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

Pass/Fail Criteria		
	Pass:	Fail:
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
Points Awarded:		
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	1	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	0	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	0	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	8	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	4	
TOTAL POINTS (Max: 100 Points)		
		38

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: University of Maine – Expanding Maine’s Berry Industry
DATE: 04/16/2019

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.*

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SUMMARY PAGE

Pass/Fail Criteria		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	2	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	0	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	5	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	14	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	30	
TOTAL POINTS	(Max: 100 Points)	76

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: University of Maine – Expanding Maine’s Berry Industry
DATE: 04/16/2019

The proposal is complete and adheres to the format outlined in the RFP.

Total Points Available: 5 Score: 0

Evaluation Team Comments:

Doesn't seem to complete the template.
Needs more detailed narrative, more scientific specificity.
Didn't choose the right outcomes that matched the narrative.
Outcomes switch back and forth. Which will they meet?
ACF will need to collect further information prior to completing state plan.

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: University of Maine – Effects of Fertilizer on Wild Blueberry
DATE: 04/16/2019

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.*

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SUMMARY PAGE

Pass/Fail Criteria		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	20	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	15	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	20	
TOTAL POINTS	(Max: 100 Points)	90

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012

RFP TITLE: Specialty Crop Block Grant

BIDDER: University of Maine – Effects of Fertilizer on Wild Blueberry

DATE: 04/16/2019

The project addresses the issues put forth by USDA, as stated in the RFP.

Total Points Available: 25

Score: 25

Evaluation Team Comments:

Research
Pest and disease control
Sustainability

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: University of Maine – Effects of Fertilizer on Wild Blueberry
DATE: 04/16/2019

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers.

Total Points Available: 15

Score: 15

Evaluation Team Comments:

Tough time with pricing and competition. Is increasing yields a goal of producers? Lowering cost likely is.
Potential to impact quite a few producers
510 blueberry growers

**STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES**

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: University of Maine – Wild Blueberry IPM
DATE: 04/16/2019

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 Agriculture, Conservation & Forestry
NAME OF RFP COORDINATOR: Leigh Hallett
NAMES OF EVALUATORS: Joy Bonenfant, Ellen McAdam, Tom Gordon, Janet Sawyer, Shannon Grimes, Noah Winslow

SUMMARY PAGE

Pass/Fail Criteria		
	<u>Pass:</u>	<u>Fail:</u>
è Appendix A – Proposal Cover Page	X	
è Appendix B – Debarment, Performance and Non-collusion Certification	X	
è Appendix C - Litigation	X	
	<u>Points Awarded:</u>	
Numerical Score:		
The proposal is determined to be a Commissioner priority area (Max: 5 Points)	5	
The proposal is complete and adheres to the format outlined in the RFP (Max: 5 Points)	5	
The project addresses the issues put forth by USDA, as stated in the RFP (Max: 25 Points)	25	
The outcomes and indicators are clearly defined and are clearly measurable, including methods of monitoring and data collection (Max: 20 Points)	20	
The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers (Max: 15 Points)	15	
Anticipated benefit in relation to proposed cost (Max: 30 Points)	25	
TOTAL POINTS	(Max: 100 Points)	95

STATE OF MAINE
TEAM CONSENSUS EVALUATION NOTES

RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant
BIDDER: University of Maine – Wild Blueberry IPM
DATE: 04/16/2019

The proposal is determined to be a Commissioner priority area.

Total Points Available: 5 **Score: 5_**

Evaluation Team Comments:

Continuation of prior project (Year 2 of a 3-year study)
IPM project

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Developing Sulfer - Lakesh

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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: Project: *Developing Sulfer Rec. for Potato Growers*

A. Application Format:	
1. All forms included in package? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Appendix A-Cover Page? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Appendix B – Debarment? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Appendix C – Litigation? <input checked="" type="radio"/> Yes <input type="radio"/> No	
SCBG Project Profile Template	
1. Complete? <input checked="" type="radio"/> Yes <input type="radio"/> No	
2. Dated? <input checked="" type="radio"/> Yes <input type="radio"/> No	
3. Signed? <input checked="" type="radio"/> Yes <input type="radio"/> No	
2. All information requested provided? <input checked="" type="radio"/> Yes <input type="radio"/> No	
3. Cost Proposal:	
a. Cover entire period of initial contract? <input checked="" type="radio"/> Yes <input type="radio"/> No	
b. Costs necessary to fully comply with terms/conditions and RFP requirements? <input checked="" type="radio"/> Yes <input type="radio"/> No	
c. No proposal prep costs included? <input checked="" type="radio"/> Yes <input type="radio"/> No	
d. Only costs incurred after contract effective date and related to implementation/operation. <input checked="" type="radio"/> Yes <input type="radio"/> No	
NOTES:	

B. Required Application Submission Components	
1. Project Purpose	
a. Specific issue/problem/interest/need addressed/included? <input checked="" type="radio"/> Yes <input type="radio"/> No Why? <input checked="" type="radio"/> Yes <input type="radio"/> No	
b. Listing of objectives project hopes to achieve included? <input checked="" type="radio"/> Yes <input type="radio"/> No	
c. How objectives will address USDA identified issues? <input type="radio"/> Yes <input type="radio"/> No	
d. If marketing program if funding solely to enhance competitiveness of specialty crops? <input checked="" type="radio"/> Yes <input type="radio"/> No	
e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops? <input checked="" type="radio"/> Yes <input type="radio"/> No	
f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA	

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Developing Sulfer - Lakesh

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No 200 growers</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: __1__ __2__ __3__ <input checked="" type="checkbox"/>4 <input checked="" type="checkbox"/>5 <input checked="" type="checkbox"/>6 <input checked="" type="checkbox"/>7 <input checked="" type="checkbox"/>8</p> <p>Indicator(s): __1__ __2__ __3__ __4__ __5__ __6__ __7__ __8 Multiple!</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Developing Sulfer - Lakesh

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
 Yes No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? Yes No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
 Yes No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? Yes No
- e. Is the budget form from the application included? Yes No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? Yes No

Were any any letters of partnership support attached? Yes No

Comments:

Budget \$ 85,2916⁰⁰

Year 2 project?
not submitted as such

Year 2 Budget missing?

UMS - Laleesh
Suffer For Potato
Growers

The Proposal is determined to be a Commissioner priority area.

Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.

- not submitted
as of 2/2
no
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
 3. Enhancing integrated pest management research and education for programs for specialty crops.
 - ~~4.~~ Research and demonstration of systems to market and distribute specialty crops to institutions.
 5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

- no
1. Enhanced Food Safety
 2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
 3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
 4. Developing new and improved seed varieties for specialty crops;
 5. Pest and disease control;
 6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
 7. Improving efficiency and reducing costs of distribution systems
 8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

200 potato growers

1 \$ 85,296

JPB 4.12.19

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012
 RFP TITLE: Specialty Crop Block Grant
 BIDDER NAME: University of Maine - Annis - Blueberry IPM
 DATE: 4/12/19
 EVALUATOR NAME: Tom Gordon
 EVALUATOR DEPARTMENT: Agriculture, Conservation & Forestry

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:

Commissioner's priority - IPM research, continuation of grant
 USDA priority - research, pest and disease control, sustainability
 preventing crop losses is generally a good thing, but low market prices may indicate an over-supply of berries

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Wild Blueberry IPM - Annis

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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: Project: *New Methods of improving wild blueberry production w/ IPM for diseases*

<p>A. Application Format:</p> <p>1. All forms included in package? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix A-Cover Page? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix B – Debarment? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix C – Litigation? <input checked="" type="radio"/> Yes <input type="radio"/> No SCBG Project Profile Template 1. Complete? <input checked="" type="radio"/> Yes <input type="radio"/> No 2. Dated? <input checked="" type="radio"/> Yes <input type="radio"/> No 3. Signed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>2. All information requested provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>3. Cost Proposal: a. Cover entire period of initial contract? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Costs necessary to fully comply with terms/conditions and RFP requirements? <input checked="" type="radio"/> Yes <input type="radio"/> No c. No proposal prep costs included? <input checked="" type="radio"/> Yes <input type="radio"/> No d. Only costs incurred after contract effective date and related to implementation/operation. <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>NOTES:</p>

<p>B. Required Application Submission Components</p> <p>1. Project Purpose a. Specific issue/problem/interest/need addressed/included? <input checked="" type="radio"/> Yes <input type="radio"/> No Why? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Listing of objectives project hopes to achieve included? <input checked="" type="radio"/> Yes <input type="radio"/> No c. How objectives will address USDA identified issues? <input type="radio"/> Yes <input checked="" type="radio"/> No d. If marketing program if funding solely to enhance competitiveness of specialty crops? <input checked="" type="radio"/> Yes <input type="radio"/> No e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops? <input checked="" type="radio"/> Yes <input type="radio"/> No f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA</p>
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**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Wild Blueberry IPM - Annis

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: ___1 ___2 ___3 <input checked="" type="checkbox"/>4 <input checked="" type="checkbox"/>5 ___6 ___7 ___8</p> <p>Indicator(s): ___1 <input checked="" type="checkbox"/>2 ___3 ___4 <input checked="" type="checkbox"/>5 ___6 ___7 <input checked="" type="checkbox"/>8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p align="center"><i>Survey / clicker ??? / web survey</i></p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Wild Blueberry IPM - Annis

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
 Yes No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? Yes No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
 Yes No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? Yes No
- e. Is the budget form from the application included? Yes No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? Yes No

Were any any letters of partnership support attached? Yes No **5**

Comments:

Budget \$ 86,354.00

UMS Annis - New Methods
of Improving Wild Blue-
berry Prod w/ IPM
for Diseases

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

50% \$ 86,354

JB 4.12.19

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Fertilizer Temp Wild Blueberry - Zhang

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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:

Project:

*Eff of Fertilizer & Temps
on Wild Blueberry Pests
Yield and Quality.*

<p>A. Application Format:</p>	<p>1. All forms included in package? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix A-Cover Page? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix B – Debarment? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix C – Litigation? <input checked="" type="radio"/> Yes <input type="radio"/> No SCBG Project Profile Template 1. Complete? <input checked="" type="radio"/> Yes <input type="radio"/> No 2. Dated? <input checked="" type="radio"/> Yes <input type="radio"/> No 3. Signed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>2. All information requested provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>3. Cost Proposal: a. Cover entire period of initial contract? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Costs necessary to fully comply with terms/conditions and RFP requirements? <input checked="" type="radio"/> Yes <input type="radio"/> No c. No proposal prep costs included? <input checked="" type="radio"/> Yes <input type="radio"/> No d. Only costs incurred after contract effective date and related to implementation/operation. <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>NOTES:</p>
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<p>B. Required Application Submission Components</p>	<p>1. Project Purpose a. Specific issue/problem/interest/need addressed/included? <input checked="" type="radio"/> Yes <input type="radio"/> No Why? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Listing of objectives project hopes to achieve included? <input checked="" type="radio"/> Yes <input type="radio"/> No c. How objectives will address USDA identified issues? <input checked="" type="radio"/> Yes <input type="radio"/> No d. If marketing program if funding solely to enhance competitiveness of specialty crops? <input checked="" type="radio"/> Yes <input type="radio"/> No e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops? <input checked="" type="radio"/> Yes <input type="radio"/> No f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA</p>
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**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Fertilizer Temp Wild Blueberry - Zhang

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No •NA</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No 510</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <u> </u>1 <u> </u>2 <u> </u>3 <input checked="" type="checkbox"/>4 <input checked="" type="checkbox"/>5 <u> </u>6 <u> </u>7 <u> </u>8</p> <p>Indicator(s): 51 42 <u> </u>3 <u> </u>4 <u> </u>5 <u> </u>6 <u> </u>7 58</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Fertilizer Temp Wild Blueberry - Zhang

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
 Yes No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? Yes No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
 Yes No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? Yes No
- e. Is the budget form from the application included? Yes No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? Yes No

Were any any letters of partnership support attached? Yes No 4

Comments:

Budget \$ 89,314⁰⁰

Ums - Zhang
Effects of Fert / Temps
Wild Blueberry Plants
Yield & Quality

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

510 / \$89,314

JB 4.12.19

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Expanding Berry Industry - Handley

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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: Project: *Berry Demand*

<p>A. Application Format:</p> <p>1. All forms included in package? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix A-Cover Page? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix B – Debarment? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix C – Litigation? <input checked="" type="radio"/> Yes <input type="radio"/> No SCBG Project Profile Template 1. Complete? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>signature page?</i> 2. Dated? <input checked="" type="radio"/> Yes <input type="radio"/> No 3. Signed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>2. All information requested provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>3. Cost Proposal: a. Cover entire period of initial contract? <input type="radio"/> Yes <input type="radio"/> No b. Costs necessary to fully comply with terms/conditions and RFP requirements? <input type="radio"/> Yes <input type="radio"/> No c. No proposal prep costs included? <input type="radio"/> Yes <input checked="" type="radio"/> No d. Only costs incurred after contract effective date and related to implementation/operation. <input type="radio"/> Yes <input type="radio"/> No</p> <p>NOTES:</p>

<p>B. Required Application Submission Components</p> <p>1. Project Purpose a. Specific issue/problem/interest/need addressed/included? <input checked="" type="radio"/> Yes <input type="radio"/> No Why? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Listing of objectives project hopes to achieve included? <input checked="" type="radio"/> Yes <input type="radio"/> No c. How objectives will address USDA identified issues? <input checked="" type="radio"/> Yes <input type="radio"/> No d. If marketing program if funding solely to enhance competitiveness of specialty crops? <input checked="" type="radio"/> Yes <input type="radio"/> No e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops? <input checked="" type="radio"/> Yes <input type="radio"/> No f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p>
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**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Expanding Berry Industry - Handley

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No 200</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 8</p> <p>Indicator(s): <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input checked="" type="checkbox"/> 8</p> <p align="center">4</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: UMS Expanding Berry Industry - Handley

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
 Yes No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? Yes No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
 Yes No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? Yes No
- e. Is the budget form from the application included? Yes No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? Yes No

Were any any letters of partnership support attached? Yes No

Comments:

Budget \$49,358⁰⁰

UMS - Handley
Berry Demand

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

200 growers/producers / \$ 49,358

JPB - 4-12-19

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Potato Board

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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: Project: *Evaluating No-Till Prod. Practices in Potato Cropping Systems*

<p>A. Application Format:</p> <p>1. All forms included in package? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix A-Cover Page? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix B – Debarment? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix C – Litigation? <input checked="" type="radio"/> Yes <input type="radio"/> No SCBG Project Profile Template 1. Complete? <input checked="" type="radio"/> Yes <input type="radio"/> No 2. Dated? <input checked="" type="radio"/> Yes <input type="radio"/> No 3. Signed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>2. All information requested provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>3. Cost Proposal: a. Cover entire period of initial contract? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Costs necessary to fully comply with terms/conditions and RFP requirements? <input checked="" type="radio"/> Yes <input type="radio"/> No c. No proposal prep costs included? <input checked="" type="radio"/> Yes <input type="radio"/> No d. Only costs incurred after contract effective date and related to implementation/operation. <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>NOTES:</p>	
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<p>B. Required Application Submission Components</p> <p>1. Project Purpose a. Specific issue/problem/interest/need addressed/included? <input checked="" type="radio"/> Yes <input type="radio"/> No Why? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Listing of objectives project hopes to achieve included? <input checked="" type="radio"/> Yes <input type="radio"/> No c. How objectives will address USDA identified issues? <input type="radio"/> Yes <input checked="" type="radio"/> No d. If marketing program if funding solely to enhance competitiveness of specialty crops? <input type="radio"/> Yes <input checked="" type="radio"/> No e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops? <input checked="" type="radio"/> Yes <input type="radio"/> No f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p>	
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**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Potato Board

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? Yes <input type="radio"/> No <input checked="" type="radio"/></p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No 235</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input type="radio"/> Yes <input type="radio"/> No</p> <p style="text-align: center;">Outcome: ___1___ ___2___ ___3___ <input checked="" type="checkbox"/>4 <input checked="" type="checkbox"/>5 ___6___ ___7___ ___8</p> <p style="text-align: center;">Indicator(s): ___1___ <input checked="" type="checkbox"/>2 ___3___ ___4___ ___5___ ___6___ ___7___ <input checked="" type="checkbox"/>8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No Interviews, analysis, health tests, electronic files created, measured yields, grower correspondence, photos</p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Potato Board

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
 Yes No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? Yes No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
 Yes No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? Yes No *No till order.*
- e. Is the budget form from the application included? Yes No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? Yes No **NA**

Were any any letters of partnership support attached? Yes No

Comments:

Budget	\$ 99,994.33
+ Error	1,287.00
	<hr/>
	\$ 101,281.33

Maine Potato Board
Evaluating No-Till
Production Practices

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.
increased potato yield

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

235 potato growers,
conservation agencies
equip. dealers

agronomists
crop advisors

/ \$101,281

JRS 4.12.19

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Maple Producers

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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: Project: *Marketing Plan*

<p>A. Application Format:</p> <p>1. All forms included in package? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix A-Cover Page? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix B – Debarment? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix C – Litigation? <input checked="" type="radio"/> Yes <input type="radio"/> No SCBG Project Profile Template 1. Complete? <input checked="" type="radio"/> Yes <input type="radio"/> No 2. Dated? <input checked="" type="radio"/> Yes <input type="radio"/> No 3. Signed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>2. All information requested provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>3. Cost Proposal: a. Cover entire period of initial contract? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Costs necessary to fully comply with terms/conditions and RFP requirements? <input checked="" type="radio"/> Yes <input type="radio"/> No c. No proposal prep costs included? <input checked="" type="radio"/> Yes <input type="radio"/> No d. Only costs incurred after contract effective date and related to implementation/operation. <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>NOTES:</p>

<p>B. Required Application Submission Components</p> <p>1. Project Purpose a. Specific issue/problem/interest/need addressed/included? <input checked="" type="radio"/> Yes <input type="radio"/> No Why? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Listing of objectives project hopes to achieve included? <input checked="" type="radio"/> Yes <input type="radio"/> No c. How objectives will address USDA identified issues? <input type="radio"/> Yes <input type="radio"/> No d. If marketing program if funding solely to enhance competitiveness of specialty crops? <input checked="" type="radio"/> Yes <input type="radio"/> No e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops? <input checked="" type="radio"/> Yes <input type="radio"/> No f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Maple Producers

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or <u>beginning farmers</u> as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p> <p>Indicator(s): <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>Surveys - multiple ways 1111 New Eng AG Stat Reports too</i></p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

Maine Maple Products Marketing Plan

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

170

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
- 6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

150 licensed producers / \$36,260

JB 4.12.19

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012
 RFP TITLE: Specialty Crop Block Grant
 BIDDER NAME: **Maine Landscape and Nursery Association**
 DATE: 4/8/2019
 EVALUATOR NAME: Ellen McAdam
 EVALUATOR DEPARTMENT:

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: "Plant Something at School" a Two Year, Coordinated Outreach Program to Maine's PK-12 Students in Support of Maine's Nursery and Landscape Specialty Crop Industry."

Support Letters: None included, though this project is in collaboration with the Maine School Garden Collaborative (MSGC,) which includes MELNA, Maine Ag in the Classroom (MAITC), ReTreeUS, and the Maine School Garden Network (MSGN.)
Background: This proposal is for the 2 nd year of a 2-year project
<ul style="list-style-type: none"> - to provide education initiatives for the next generation of Maine gardeners & consumers - to impact the workforce for the horticultural specialty crop industry by increasing knowledge of the industry and its benefits - 1st year of the project established the "Plant Something at School" (PSAS) initiative incl. marketing & lesson plans and identifying schools to work with
Purpose: This portion of the proposal addresses building on last year's completed initiatives, as detailed in the proposal, and
<ul style="list-style-type: none"> - Administering student post-tests to gauge impact of the program at school year's end - Previewing the book draft at MAITC's Summer Teachers Institute and other places - Publishing the book for the 2020 MAITC ReadMe initiative - Adding more schools to the PSAS network - Etc., as detailed in the proposal
Benefit: There are an unlimited number of beneficiaries to this project, if completed as proposed. K-12 students and their families, MELNA members, and pretty much anyone else in a "specialty crop industry.
Budget: \$54,738 (for 2 nd year)
Note: This project is complex and has a lot of moving parts. If well-managed (and it seems to be so far) it's a great one.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: MELNA Plant Something at School

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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:

Project: Plant Something @ School

<p>A. Application Format:</p> <p>1. All forms included in package? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix A-Cover Page? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix B – Debarment? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix C – Litigation? <input checked="" type="radio"/> Yes <input type="radio"/> No SCBG Project Profile Template 1. Complete? <input checked="" type="radio"/> Yes <input type="radio"/> No 2. Dated? <input checked="" type="radio"/> Yes <input type="radio"/> No 3. Signed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>2. All information requested provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>3. Cost Proposal: a. Cover entire period of initial contract? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Costs necessary to fully comply with terms/conditions and RFP requirements? <input checked="" type="radio"/> Yes <input type="radio"/> No c. No proposal prep costs included? <input checked="" type="radio"/> Yes <input type="radio"/> No d. Only costs incurred after contract effective date and related to implementation/operation. <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>NOTES:</p>

<p>B. Required Application Submission Components</p> <p>1. Project Purpose a. Specific issue/problem/interest/need addressed/included? <input checked="" type="radio"/> Yes <input type="radio"/> No Why? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Listing of objectives project hopes to achieve included? <input checked="" type="radio"/> Yes <input type="radio"/> No c. How objectives will address USDA identified issues? <input checked="" type="radio"/> Yes <input type="radio"/> No d. If marketing program if funding solely to enhance competitiveness of specialty crops? <input checked="" type="radio"/> Yes <input type="radio"/> No e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops? <input checked="" type="radio"/> Yes <input type="radio"/> No f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA</p>
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**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: MELNA Plant Something at School

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>Affect Disadv Begin Farmers - no!</i></p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>100K School children / gen public / businesses</i></p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>outcome indicators</i></p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 8</p> <p>Indicator(s): <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>Surveys / Google Analytics</i></p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: MELNA Plant Something at School

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
 Yes No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? Yes No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
 Yes No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? Yes No **NA**
- e. Is the budget form from the application included? Yes No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? Yes No

Were any any letters of partnership support attached? Yes No

Comments:

Budget \$ 101,318.00

MELNA

Plant Something
@ School

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

100k children
gen public
businesses

/ \$101,318 24K

JP 4-12-19

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: MELNA IPM

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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Individual Evaluator Comments: Project: *IPM Education Project*

<p>A. Application Format:</p> <p>1. All forms included in package? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix A-Cover Page? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix B – Debarment? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix C – Litigation? <input checked="" type="radio"/> Yes <input type="radio"/> No SCBG Project Profile Template</p> <p> 1. Complete? <input checked="" type="radio"/> Yes <input type="radio"/> No 2. Dated? <input checked="" type="radio"/> Yes <input type="radio"/> No 3. Signed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>2. All information requested provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>3. Cost Proposal:</p> <p> a. Cover entire period of initial contract? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Costs necessary to fully comply with terms/conditions and RFP requirements? <input checked="" type="radio"/> Yes <input type="radio"/> No c. No proposal prep costs included? <input checked="" type="radio"/> Yes <input type="radio"/> No d. Only costs incurred after contract effective date and related to implementation/operation. <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>NOTES:</p>
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<p>B. Required Application Submission Components</p> <p>1. Project Purpose</p> <p> a. Specific issue/problem/interest/need addressed/included? <input checked="" type="radio"/> Yes <input type="radio"/> No Why? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p> b. Listing of objectives project hopes to achieve included? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p> c. How objectives will address USDA identified issues? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p> d. If marketing program if funding solely to enhance competitiveness of specialty crops? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p> e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p> f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No <input checked="" type="radio"/> NA</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

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BIDDER NAME: MELNA IPM

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input type="radio"/> Yes <input checked="" type="radio"/> No <i>NA</i></p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input type="radio"/> Yes <input checked="" type="radio"/> No <i>NA</i></p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>32,600 → 1.35 million</i></p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 8</p> <p>Indicator(s): <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>gather data by firm, survey participants Google Analytics, post buy analysis</i></p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
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RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: MELNA IPM

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
 Yes No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? Yes No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
 Yes No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? Yes No **NA**
- e. Is the budget form from the application included? Yes No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? Yes No

Were any any letters of partnership support attached? Yes No

Comments:

Budget \$ 86,950⁰⁰

Flower Show Sponsorship - no!

MELNA IPM
IPM Education
Project

The Proposal is determined to be a Commissioner priority area.

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3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

Anticipated benefit in relation to proposed cost.

32,600 beneficiaries / \$86,950

JTB 4.12.19

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Farm Bureau

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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Individual Evaluator Comments: Project: *Address Sanitizer Gaps*

<p>A. Application Format:</p> <p>1. All forms included in package? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix A-Cover Page? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix B – Debarment? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix C – Litigation? <input checked="" type="radio"/> Yes <input type="radio"/> No SCBG Project Profile Template 1. Complete? <input checked="" type="radio"/> Yes <input type="radio"/> No 2. Dated? <input checked="" type="radio"/> Yes <input type="radio"/> No 3. Signed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>2. All information requested provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>3. Cost Proposal: a. Cover entire period of initial contract? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Costs necessary to fully comply with terms/conditions and RFP requirements? <input checked="" type="radio"/> Yes <input type="radio"/> No c. No proposal prep costs included? <input checked="" type="radio"/> Yes <input type="radio"/> No d. Only costs incurred after contract effective date and related to implementation/operation. <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>NOTES:</p>
<p>B. Required Application Submission Components</p> <p>1. Project Purpose a. Specific issue/problem/interest/need addressed/included? <input checked="" type="radio"/> Yes <input type="radio"/> No Why? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Listing of objectives project hopes to achieve included? <input checked="" type="radio"/> Yes <input type="radio"/> No c. How objectives will address USDA identified issues? <input type="radio"/> Yes <input type="radio"/> No d. If marketing program if funding solely to enhance competitiveness of specialty crops? <input type="radio"/> Yes <input type="radio"/> No e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops? <input type="radio"/> Yes <input type="radio"/> No f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Farm Bureau

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> <i>NA</i></p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> <i>NA</i></p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>Charge a fee</i></p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>300</i></p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Outcome: ___1 ___2 ___3 ___4 ___5 ___6 <input checked="" type="checkbox"/> 7 ___8</p> <p>? Indicator(s): ___1 ___2 ___3 ___4 ___5 ___6 ___7 ___8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>email survey / class survey</i></p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: Maine Farm Bureau

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
 Yes No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? Yes No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
 Yes No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? Yes No
- e. Is the budget form from the application included? Yes No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? Yes No NA

Were any any letters of partnership support attached? Yes No 5

Comments:

Budget \$75,205

ME Farm Bureau
Address Sanitizer Gaps

The Proposal is determined to be a Commissioner priority area.

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The project addresses the issues put forth by USDA, as stated in the RFP

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6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

30 / greater knowledge sanitizer technologies

Anticipated benefit in relation to proposed cost.

30 / 75,205

JB 4.12.19

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: 201901901012
 BIDDER NAME: Maine Farm Bureau
 DATE: 4/4/2019
 EVALUATOR NAME: Ellen McAdam
 EVALUATOR DEPARTMENT:

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: Plan to address gaps re: state-specific uses of sanitizers under FSMA

Support letters: Jason Bolton(UMaine food safety specialist), Maine BPC, AgMatters, MSFVGA, MBC
Background: Produce Safety Association (PSA) materials used for FSMA education purposes list sanitizers but provide no guidance for their use.
Purpose of the grant: To minimize the risks of over- or under-use of sanitizer products and explain the risks associated with certain classes of chemical sanitizers. Would also indicate which sanitizers are labelled for use in Maine (?)
Notes: This education effort could benefit 300+ growers and would develop training materials for use in future years.
Incentive to attend training (up to 20 hrs provided by grant funding) would include 1 pesticide recertification credit.
The list of supporters suggests there is a need for this. Notes indicate the program could be self-funded if participants are asked to pay a fee (not unusual for training of this type.)
<ul style="list-style-type: none"> - Provides unique training opportunity - Well-written proposal - Written support from 2 specialty crop groups, a State regulatory agency, and a food safety specialist
Budget: \$72,205 ⁵
Most of the \$ (\$63,750) is for the specialized consultant uniquely qualified to produce the training materials and conduct the training.

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: AgMatters Keeping Up With SPR

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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: Project: *Keeping Up w/ Produce Safety Rule*

<p>A. Application Format:</p> <p>1. All forms included in package? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix A-Cover Page? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix B – Debarment? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix C – Litigation? <input checked="" type="radio"/> Yes <input type="radio"/> No SCBG Project Profile Template 1. Complete? <input checked="" type="radio"/> Yes <input type="radio"/> No 2. Dated? <input checked="" type="radio"/> Yes <input type="radio"/> No 3. Signed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>2. All information requested provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>3. Cost Proposal: a. Cover entire period of initial contract? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Costs necessary to fully comply with terms/conditions and RFP requirements? <input type="radio"/> Yes <input type="radio"/> No c. No proposal prep costs included? <input checked="" type="radio"/> Yes <input type="radio"/> No d. Only costs incurred after contract effective date and related to implementation/operation. <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>NOTES: <i>insurance is an indirect cost and if AgMatters has both proposals awarded then insurance only due 1 time at \$2233⁰⁰.</i></p>
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<p>B. Required Application Submission Components</p> <p>1. Project Purpose a. Specific issue/problem/interest/need addressed/included? <input checked="" type="radio"/> Yes <input type="radio"/> No Why? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Listing of objectives project hopes to achieve included? <input checked="" type="radio"/> Yes <input type="radio"/> No c. How objectives will address USDA identified issues? <input type="radio"/> Yes <input type="radio"/> No d. If marketing program if funding solely to enhance competitiveness of specialty crops? <input checked="" type="radio"/> Yes <input type="radio"/> No e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops? <input checked="" type="radio"/> Yes <input type="radio"/> No f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: AgMatters Keeping Up With SPR

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input type="radio"/> Yes <input type="radio"/> No</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>250 Beneficiaries</i></p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input type="checkbox"/> 8</p> <p>Indicator(s): <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>Show of Hands at Meetings Written Survey - 2 questions</i></p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: AgMatters Keeping Up With SPR

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

- b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?
 Yes No
Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? Yes No
- c. Are all allowable costs budgeted in accordance with the USDA's requirements?
 Yes No
- d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? Yes No N/A
- e. Is the budget form from the application included? Yes No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? Yes No N/A

Were any any letters of partnership support attached? Yes No **4**

Comments:

Budget \$44,283

AG Matters - Keeping Up
w/PSR

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
2. Enhancing food safety education, primarily in relation to new FDA rules regarding improved handling and processing of specialty crops.
3. Enhancing integrated pest management research and education for programs for specialty crops.
4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

300-250 attendees/farmers

Anticipated benefit in relation to proposed cost.

Several thousand ME farms / \$44,583

JB 4.12.19

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: AgMatters Food Safety Planning

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

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: Project: Food Safety Planning

<p>A. Application Format:</p> <p>1. All forms included in package? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix A-Cover Page? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix B – Debarment? <input checked="" type="radio"/> Yes <input type="radio"/> No Appendix C – Litigation? <input checked="" type="radio"/> Yes <input type="radio"/> No SCBG Project Profile Template 1. Complete? <input checked="" type="radio"/> Yes <input type="radio"/> No 2. Dated? <input checked="" type="radio"/> Yes <input type="radio"/> No 3. Signed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>2. All information requested provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>3. Cost Proposal: a. Cover entire period of initial contract? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Costs necessary to fully comply with terms/conditions and RFP requirements? <input type="radio"/> Yes <input type="radio"/> No c. No proposal prep costs included? <input checked="" type="radio"/> Yes <input type="radio"/> No d. Only costs incurred after contract effective date and related to implementation/operation. <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>NOTES: Budget for this portion, not including previous grant or next application for 2021.</p> <p><u>Individual Cost</u> - Insurance covered by the grant awarded to both proposals by the title.</p>
<p>B. Required Application Submission Components</p> <p>1. Project Purpose a. Specific issue/problem/interest/need addressed/included? <input checked="" type="radio"/> Yes <input type="radio"/> No Why? <input checked="" type="radio"/> Yes <input type="radio"/> No b. Listing of objectives project hopes to achieve included? <input checked="" type="radio"/> Yes <input type="radio"/> No c. How objectives will address USDA identified issues? <input type="radio"/> Yes <input type="radio"/> No d. If marketing program if funding solely to enhance competitiveness of specialty crops? <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA e. Activities/costs have potential to enhance competitiveness of non-specialty crops; are methods described on processes to be implemented to verify all grant funds are expended on activities/costs that only enhance to competitiveness of specialty drops? <input type="radio"/> Yes <input type="radio"/> No f. If project builds on previous SCBGP (-FB) project, is how the project differs from and builds on the previous work clearly indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> NA</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: AgMatters Food Safety Planning

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

<p>If requesting 2nd year of funding are the outcomes summarized in 3-5 sentences regarding previous year and why it is important to continue to fund the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Lessons learned on potential project improvements from implementing and what will be incorporated to make the ongoing project more effective/successful at meeting goals and objectives provided? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the description of likelihood of project becoming self-sustaining and not indefinitely dependent on grant funds described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>g. If the project will be, or has been, submitted to or funded by another Federal or State grant program and if the project duplicates efforts of the SCBGP-FB and the other Federal or State grant program for each project indicated? <input type="radio"/> Yes <input checked="" type="radio"/> No If not, is how does it supplement indicated? <input type="radio"/> Yes <input type="radio"/> No</p>
<p>2. Potential Impact</p> <p>a. Is who is to be affected by the project, including whether this project benefits socially disadvantaged farmers or beginning farmers as defined by the USDA SCBGP discussed? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>b. Is an estimate of the number of people or operations who are considered beneficiaries and define who the intended beneficiaries of this project are indicated? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>50 project and several thousand farmers</i></p> <p>c. Is an assessment of the potential economic impact of the project if such data are available and relevant to the project provided? <input type="radio"/> Yes <input type="radio"/> No</p> <p>d. Is the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project) described? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>
<p>3. Expected Measurable Outcomes</p> <p>What outcome measure(s) applicable to the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Was at least one of the related quantifiable indicators prescribed selected? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Outcome: ___1 ___2 ___3 ___4 ___5 <input checked="" type="checkbox"/>6 ___7 ___8</p> <p>Indicator(s): ___1 ___2 <input checked="" type="checkbox"/>3 ___4 ___5 ___6 ___7 ___8</p>
<p>4. Data Collection Methods</p> <p>Is how you will collect the required data to report on the outcome and indicator explained? <input checked="" type="radio"/> Yes <input type="radio"/> No <i>Survey / Evaluation / only 2 ??s</i></p>
<p>5. Budget /Budget Narrative</p> <p>a. Does the project budget accurately reflect costs and is it proportional to the benefit to be derived from the project? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the budget worksheet included in this RFP completed and incorporated as part of the proposal? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>

**STATE OF MAINE
INDIVIDUAL EVALUATION NOTES**

RFP #: RFP 201901012

RFP TITLE: AFY 19 Specialty Crop Block Grant Program

BIDDER NAME: AgMatters Food Safety Planning

DATE: April 11, 2019

EVALUATOR NAME: Joy Bonenfant

EVALUATOR DEPARTMENT: DACF

b. Is a budget narrative with sufficient information in paragraph format about the budget categories to demonstrate that grant funds are being expended on eligible grant activities that meet the purpose of the program include?

Yes No

Are all expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP? Yes No

c. Are all allowable costs budgeted in accordance with the USDA's requirements?

Yes No *LIABILITY Insurance = indirect cost = Allowable*

d. Is detail provided for any specialty equipment or supplies that will be purchased or leased as part of the project? Yes No NA

e. Is the budget form from the application included? Yes No

6. Project Commitment

Are how all grant partners committed to and work toward the goals and outcome measures of the proposed project described? Yes No NA

Were any any letters of partnership support attached? Yes No *4*

Comments:

Budget \$29,233 -

AG Matthew - Food Safety Planning

The Proposal is determined to be a Commissioner priority area.

1. Any application from the previous year which was for a multiple year term and was only funded for the first year of the project. For those projects that fit under this category, they must submit a new proposal and show progress from the first year's funding in the work plan section of the proposal.
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4. Research and demonstration of systems to market and distribute specialty crops to institutions.
5. Domestic and international market expansion of Maine Specialty Crops.

The project addresses the issues put forth by USDA, as stated in the RFP

1. Enhanced Food Safety
2. Improving the capacity of all entities in the specialty crop distribution chain to comply with the requirements of the Food Safety Modernization Act, for example, by developing "Good Agricultural Practices", "Good Handling Practices", "Good Manufacturing Practices", and in cost-share arrangements for funding audits of such systems (including USDA GroupGAP) for small farmers, packers, and processors
3. Investing in specialty crop research, including research to focus on conservation and environmental outcomes
4. Developing new and improved seed varieties for specialty crops;
5. Pest and disease control;
6. Increasing child and adult nutrition knowledge and consumption of specialty crops;
7. Improving efficiency and reducing costs of distribution systems
8. Sustainability.

The project proposed shows how Specialty Crops in Maine will impact the most specialty crop producers

All specialty crop growers - efficiency taught

Anticipated benefit in relation to proposed cost.

Several thousand ME Farms / \$29,233



STATE OF MAINE
DEPARTMENT OF Agriculture, Conservation &
Forestry

Janet T. Mills
Governor

Amanda E. Beal
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant

I, Janet Sawyer accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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.

Janet Sawyer
Signature

April 15, 2019
Date



STATE OF MAINE
DEPARTMENT OF Agriculture, Conservation &
Forestry

Janet T. Mills
Governor

Amanda E. Beal
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant

I, Shannon Grimes accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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.

Shannon Grimes
Signature

4/10/19
Date



STATE OF MAINE
DEPARTMENT OF Agriculture, Conservation &
Forestry

Janet T. Mills
Governor

Amanda E. Beal
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant

I, Ellen M. McAdam accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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.

Ellen M. McAdam
Signature

04/03/2019
Date



STATE OF MAINE
DEPARTMENT OF Agriculture, Conservation &
Forestry

Janet T. Mills
Governor

Amanda E. Beal
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant

I, Thomas U. Gordon accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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 "T. U. Gordon", written over a horizontal line.

Signature

April 1, 2019

Date



STATE OF MAINE
DEPARTMENT OF Agriculture, Conservation &
Forestry

Janet T. Mills
Governor

Amanda E. Beal
Commissioner

AGREEMENT AND DISCLOSURE STATEMENT
RFP #: 201901012
RFP TITLE: Specialty Crop Block Grant

I, Jay Bonenfant accept the offer to become a member of the Request for Proposals (RFP) Evaluation Team for the State of Maine Department of Agriculture, Conservation & Forestry. 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.

Jay Bonenfant
Signature

4.11.19
Date

