

# MAINE STATE LEGISLATURE

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STATE OF MAINE  
DEPARTMENT OF ADMINISTRATIVE & FINANCIAL SERVICES  
DIVISION OF PURCHASES  
BURTON M. CROSS BUILDING, 4<sup>TH</sup> FLOOR  
9 STATE HOUSE STATION  
AUGUSTA, MAINE 04333-0009

JOHN ELIAS BALDACCI  
GOVERNOR

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DIRECTOR

13 January 2006

Senator Elizabeth M. Schneider, Chair  
Representative Christopher R. Barstow, Chair  
Joint Standing Committee on State and Local Government

REPORT ON FIRST SPECIAL SESSION-2005, RESOLVES, CHAPTER 16  
RESOLVE, TO ENSURE THE COLLECTION AND REPORT OF OUTSOURCING DATA

As required by the Resolve cited above, the Division of Purchases offers the following report of inquiries made of contractors concerning certain contracting practices during the period 1 July to 31 December 2005.

During that period, a total of 2,635 documents comprising contracts, contract amendments, and cooperative agreements with the university system, were received by the Division. The overwhelming majority were with local contractors for services provided by local healthcare institutions and social service agencies, school administrative units, municipal governments, as well as small local contractors.

Of the remaining contracts entered into by the State of Maine during this time period, one contractor had employees who performed services in Canada.

The Division of Purchases has developed a single sheet addendum (see attachment) which will become part of requests for proposal, the resulting responses, and any executed contracts in order that these data may continue to be collected.

Very truly yours,

A handwritten signature in cursive script that reads "Betty M. Lamoreau".

Betty M. Lamoreau, Director  
Division of Purchases

Attachment: Provision of Contract Services by Foreign Nationals or Work Performed Abroad

State of Maine

## Agreement to Purchase Services

### Rider G

### Provision of Contract Services by Foreign Nationals or Work Performed Abroad

The Maine Legislature has asked the Division of Purchases<sup>1</sup> to determine the country where contracted services will be performed.

The following contract/amendment has been executed with the State of Maine.

1	Division of Purchases Contract Reference
< highlight & enter the Purchases File Number >	
2	Contractor Name
< highlight and enter the Name of the Contractor >	
3	Brief Contract Service Description
< highlight and enter a Brief Description of the Service Provided >	

So that we may comply with the Legislature's request, please provide responses to the following questions.

To successfully complete the questionnaire be alert for follow-up entries if certain responses are made. Please show your responses in the spaces provided. You may mark any box with  using your computer, keyboard & mouse. Highlight the box () with your cursor and type a lowercase "x." If additional entries are needed, type to the right of the mark (>) shown in questions 1 and 3.

**1. Will any of the services described in the contract's scope of work be performed outside of the United States of America?**

- No. *Go to Q.3.*  
 Yes. *If "Yes," show in what country(ies) below and Continue w/Q.2 and Q3.*

>

**2. If you responded "Yes," above, who will perform any of the services described in the contract's scope of work?**

- Citizens of the USA living abroad.  Foreign nationals.

**3. In what US state or foreign country is your firm incorporated?**

>

Name of the Person Submitting the Information	Voice Phone Number

Thank you for completing this information. You may send the completed form by email to the Division of Purchases [Jerry.Nault@maine.gov] or return it by telephone facsimile [207/287-6578] in addition to a response by regular post [9 State House Station, Augusta, ME 04333-0009].

### Notification of Changes to the Information

A provision of the Resolve requires service providers to notify the Division of Purchases of any changes to this information. That notification may be sent to the address shown above and should reference the Purchases File Number.

<sup>1</sup> Resolve, Chapter 16, First Special Session-2005.